

# POSITION ADJUSTMENT REQUEST

C.31

NO. 22560  
DATE 11/21/2019Department Public Works

Department No./

Budget Unit No. 0650 Org No. 4504 Agency No. 65

Action Requested: ADOPT Position Adjustment Resolution No. 22560 to add one permanent full-time Training and Staff Development Specialist (APSG) (represented) at salary plan and grade ZB5 1001 (\$6,491 - \$7,890) and cancel one permanent full-time Vegetation Management Supervisor (GPHG) (represented) vacant position (1423) at salary plan and grade ZA2 1672 (\$6,889 - \$7,989)

Proposed Effective Date: 12/1/2019Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \_\_\_\_\_

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost (\$7,185.00)Net County Cost \$0.00Total this FY (\$6,586.00)N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A - Cost savings

Department must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

Brian M. Balbas

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L. Strobel

11/25/19

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 11/25/2019

Add one Training and Staff Development Specialist (APSG) (represented) position and cancel one Vegetation Management Supervisor (GPHG) (represented) vacant position number 1423

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.☐ \_\_\_\_\_ (Date)

Gladys Scott Reid

11/25/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE \_\_\_\_\_

- ☐ Approve Recommendation of Director of Human Resources  
☐ Disapprove Recommendation of Director of Human Resources  
☐ Other: \_\_\_\_\_

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐David J. Twa, Clerk of the Board of Supervisors  
and County AdministratorDATE 12-17-2019BY 

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows: