

POSITION ADJUSTMENT REQUEST

C.42

NO. 25588
DATE 2/24/2020

Department Office of the Sheriff
Department No./ Budget Unit No. 0255 Org No. 2500 Agency No. 25

Action Requested: ADOPT Position Adjustment Resolution No. to cancel one (1) full-time Sheriff's Chief of Management Services - EXEMPT (APD2) at salary plan and grade B85 2057 (\$11,892.97) add one (1) full-time Commander - EXEMPT (6XD1) (unrepresented) position at salary plan and grade BS2 2411 (\$15,872.55) and in the Office of the Sheriff
Proposed Effective Date: 3/11/2020

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

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

Total annual cost \$78,447.00 Net County Cost \$0.00
Total this FY \$19,612.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Revenue from the Management and Administration of Grants.

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

Mary Jane Robb
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes 2/26/2020
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 2/27/2020
Add one (1) Commander - Exempt (6XD1) (unrepresented) position at Salary Plan and Grade BS2 2411 (\$15,872) and cancel one (1) Sheriff's Chief of Management Services - Exempt (APD2) (unrepresented) position (#17202) and appoint its incumbent to the Commander - Exempt (6XD1) position

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

Effective: Day following Board Action.
Gladys Scott Reid 2/27/2020
(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 3/2/2020
Approve Recommendation of Director of Human Resources
Disapprove Recommendation of Director of Human Resources
Other:
Paul Reyes
(for) County Administrator

BOARD OF SUPERVISORS ACTION: David J. Twa, Clerk of the Board of Supervisors and County Administrator
Adjustment is APPROVED
DATE March 10 2020 BY

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: