

POSITION ADJUSTMENT REQUEST

NO. 25586
DATE 2/20/2020

Department Department of Child Support Services
Department No./ Budget Unit No. 0249 Org No. 1780 Agency No. 40

Action Requested: ABOLISH Supervising Attorney-Child Support Services (29HA) classification, and cancel position #10858; ESTABLISH Supervising Attorney Child Support Services-Exempt (29H1) classification at Salary Plan and Grade B8E-2376 (\$14,160.16-\$17,211.76), and add one position; APPOINT employee (#87069) to the new 29H1 position at Step 5; and CANCEL Chief Assistant Director of Child Support (SMBA) position #10857.

Proposed Effective Date: 3/11/2020

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

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

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

Total annual cost (\$200,500.00) Net County Cost \$0.00
Total this FY (\$66,833.00) N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Federal

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

Lisa Driscoll, County Finance Director

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

2/20/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/24/2020

ABOLISH Supervising Attorney-Child Support Services (29HA) classification, and cancel position #10858; ESTABLISH Supervising Attorney Child Support Services-Exempt (29H1) classification at Salary Plan and Grade B8E-2376 (\$14,160.16-\$17,211.76), and add one position; APPOINT employee (#87069) to the new 29H1 position at Step 5; and CANCEL Chief Assistant Director of Child Support (SMBA) position #10857. MODIFY Management Resolution 2019/507.

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

Effective: [X] Day following Board Action.
[] (Date)

Alycia Leach

2/24/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

3/5/2020

- [X] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

Dennis Bozanich

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

David J. Twa, Clerk of the Board of Supervisors and County Administrator

Adjustment is APPROVED [X] DISAPPROVED [X] XXX

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: