

POSITION ADJUSTMENT REQUEST

C.45

NO. 22305
DATE 5/7/2018

Department Health Services
Department No./ Budget Unit No. 0450 Org No. 5775 Agency No. A18

Action Requested: Reallocate the salaries of Public Health Microbiologist (VOWA) classification from salary plan and grade TC5-1525 (\$5,397-\$6,247) to TC5-1525 (\$5,623-\$6,559) and Senior Public Health Microbiologist (V0TC) classification from salary plan and grade TC5-1575 (\$5,671-\$6,893) to TC5-1575 (\$5,895-\$7,237) on the salary schedule. (All represented)

Proposed Effective Date: \_\_\_\_\_

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

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

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

Total annual cost \$62,798.00 Net County Cost \_\_\_\_\_
Total this FY \$5,233.00 N.C.C. this FY \_\_\_\_\_

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Hospital Enterprise Fund I

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

Jo-Anne Linares

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Julie DiMaggio Enea

6/27/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE \_\_\_\_\_

Reallocate the salaries of Public Health Microbiologist (VOWA) with an additional step from salary plan and grade TC5-1525 (\$5,781 - \$6,692) to TC5-1525 (\$5,781-\$7,027) and the Senior Public Health Microbiologist (V0TC) with a 5% increase from salary plan and grade TC5-1575 (\$6,074 - \$7,383) to TC5-1575 (\$6,378 - \$7,753) on the salary schedule in the Health Services Department. (All represented)

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

3/5/2020

(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:

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

Adjustment is APPROVED [X] DISAPPROVED [X]

DATE March 10 2020

BY [Signature]

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: