

POSITION ADJUSTMENT REQUEST

NO. 25590
DATE 8/28/2019

Department Employment and Human Services Department No. /
Budget Unit No. 0583 Org No. 5619 Agency No. A19
Action Requested: Reassign one (1) position and incumbent One-Stop Center Case Manager (X7WC) (represented) from Workforce Services (Dept. 0504) position number 11689 to Workforce Development Board (Dept 0583) in the Employment and Human Services Department.

Proposed Effective Date: 2/1/2020

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 (\$0.00)

Net County Cost (\$6,232.00)

Total this FY \$0.00

N.C.C. this FY (\$1,558.00)

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

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

Bao Tran 608-5027

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

3/9/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 4/2/2020

Reassign one (1) One-Stop Career Center Case Manager (X7WC) (represented) position #11689 and incumbent from Workforce Services, 0504 to Workforce Development Board, 0583

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

4/2/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

4/3/2020

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: _____

Dennis Bozanich

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

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

DATE April 14, 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: