

POSITION ADJUSTMENT REQUEST

NO. 25609
DATE 5/5/20

Department Probation
Action Requested: ADOPT Position Adjustment Resolution No. 25609 to reassign position #13282, Probation Director (7BFA) (unrepresented) from Department 0309 (Institutions), Org 3160 to Department 0308 (Probation Programs) Org 3000 in the Probation Department.

Proposed Effective Date: 5/27/2020

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 \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

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

Danielle Fokkema
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes 5/29/2020
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 6/4/2020
Reassign the Probation Director (7BFA) (unrepresented) position #13282 and the incumbent from Department 0309 (Institutions), Org 3160 to Department 0308 (Probation Programs) Org 3000

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

Effective: [X] Day following Board Action.
[] (Date) Gladys Scott Reid 6/4/2020
(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 6/11/2020
[X] 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 [X] DISAPPROVED [X]
DATE June 16 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: