

POSITION ADJUSTMENT REQUEST

C.34

NO. 25618
DATE 6/30/2020

Department Health Services
Department No./ Budget Unit No. 0450 Org No. 5843 Agency No. A18

Action Requested: ADOPT Position Adjustment Resolution No. XXXXX to cancel one (1) Public Health Nurse - Project (VVX1) vacant position #10848 at salary plan and grade LT2 1832 (\$10,398.247 - \$12,985.985) and add one (1) Public Health Nurse (VVXA) position at salary plan and grade LT2 1832 (\$10,398.247 - \$12,985.985) in the Health Services Department. (represented)

Proposed Effective Date: 7/15/2020

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 Cost neutral.

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

Lauren Ludwig
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for 7/6/2020
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE \_\_\_\_\_

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

Effective: [x] Day following Board Action.
[ ] \_\_\_\_\_(Date)

(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:
Adjustment is APPROVED [x] DISAPPROVED [ ]

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

DATE July 14 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: