

POSITION ADJUSTMENT REQUEST

NO. 25617
DATE 6/30/2020

Department Health Services
Department No./ Budget Unit No. 0450 Org No. 5803 Agency No. A18

Action Requested: Increase hours of one Public Health Nurse-Project (VVX1) position #14610 from 12/40 to 20/40 at salary plan and grade LT2 1832 (\$10,392.25-\$12,985.89), transition position #14610 and its incumbent into the Merit System class of Public Health Nurse (VVXA) at salary plan and grade LT2 1832 (\$10,398.247-\$12,985.985); and increase the hours of one (1) Registered Nurse (VWXG) position #9965 from 20/40 to 24/40.

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 \$69,967.48 Net County Cost \$69,967.48
Total this FY \$69,967.48 N.C.C. this FY \$69,967.48

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

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 7/8/2020

Increase hours of one Public Health Nurse-Project (VVX1) position #14610 from 12/40 to 20/40 at salary plan and grade LT2 1832 (\$10,392.25-\$12,985.89), transition position #14610 and its incumbent into the Merit System class of Public Health Nurse (VVXA) at salary plan and grade LT2 1832 (\$10,398.247-\$12,985.985); and increase the hours of one (1) Registered Nurse (VWXG) position #9965 from 20/40 to 24/40.

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

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

Isabella Hersh

7/8/2020

(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:

Adjustment is APPROVED [X] DISAPPROVED [] XXX

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

DATE July 28 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: