

POSITION ADJUSTMENT REQUEST

C.14

NO. 22482
DATE 11/25/2019Department Employment and Human Services Department No. /
Budget Unit No. 0501 Org No. 5101 Agency No. 19

Action Requested: ADOPT Position Adjustment Resolution No. 22482 to add one Planner/Evaluator Level B (VCXD) at salary plan and grade ZB2 1323 (\$4,876.53 - \$7,990.76), and cancel one Senior Social Services Information Systems Analyst (XQVC) position number 10559 at salary plan and grade KZ5 1837 (\$7,873.97 - \$8,681.05), in Employment and Human Services Department, Administrative Services Bureau.

Proposed Effective Date: 1/1/2020Classification Questionnaire attached: Yes ☐ No ☐ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

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

Total annual cost (\$20,847.00)Net County Cost (\$1,042.33)Total this FY (\$17,372.00)N.C.C. this FY (\$869.00)SOURCE OF FUNDING TO OFFSET ADJUSTMENT 50% Federal, 45% State, 5% County

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

Bao Tran 11/26/19

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

11/27/2019

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/4/2019

Re-title Health Services Planner/Evaluator - Level A (VCXC) to Planner/Evaluator-Level A and Health Services Planner/Evaluator Level B (VCXD) to Planner/Evaluator - Level B; add one Planner/Evaluator Level B (VCXD) and cancel one Senior Social Services Information Systems Analyst (XQVC) position number 10559 in Employment and Human Services Department, Administrative Services Bureau.

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

Effective: ☒ Day following Board Action.☐ _____ (Date)

Amanda Monson

12/4/2019

(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 ☒ ~~DISAPPROVED~~ ☒David J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE 08-11-2020BY 

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: