

POSITION ADJUSTMENT REQUEST

NO. 25632
DATE 9/10/2020

Department Employment and Human Services
Department No./ Budget Unit No. 0501 Org No. 5101 Agency No. 19
Action Requested: Reassign vacant position #15322, Employment and Human Services Division Manager (XADD) (represented) from Department Unit 0504 (Workforce Services) to Department Unit 0501 (Administrative Services Bureau) in the Employment and Human Services Department, effective October 1, 2020.

Proposed Effective Date: 10/1/2020

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 _____ Net County Cost \$0.00
Total this FY _____ N.C.C. this FY 0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT (58% Federal, 36% State and 6% County)

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

Reni Radeva 9/10/2020

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dennis Bozanich

9/18/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE _____
Reassign vacant position #15322, Employment and Human Services Division Manager (XADD) (represented) from Department Unit 0504 (Workforce Services) to Department Unit 0501 (Administrative Services Bureau) in the Employment and Human Services Department, effective October 1, 2020.

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

Effective: [] Day following Board Action.
[x] 10/1/2020(Date)

Amanda Monson

9/18/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:
[x] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other: _____

DATE 10-5-2020

[Signature]

(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 10-13-2020

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: