

POSITION ADJUSTMENT REQUEST

C.23

NO. 25643
DATE 10/21/2020

Department Employment and Human Services Department No. /
Budget Unit No. 0501 Org No. 5101 Agency No. 19

Action Requested: ADOPT Position Adjustment Resolution No. XXXX to cancel one (1) Social Service Information Systems Analyst (XQWD) (represented) position #11263 at Salary Plan and Grade KZ5 1538 (\$6,031.9 - \$7,331.55), and add (1) Information Systems Programmer and Analyst IV (LPNB) (represented) at Salary Plan and Grade ZA5 1787 (\$7,718.46 - \$10,343.47) in the Employment and Human Services Department (EHSD), Administrative Serv

Proposed Effective Date: 11/16/2020

Classification 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 \$36,016.00

Net County Cost \$1,201.00

Total this FY \$24,012.00

N.C.C. this FY \$800.67

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

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

Reni Radeva

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dennis Bozanich

10/30/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 11/9/2020

Add one Information Systems Programmer Analyst IV (LPNB) (represented) position at Salary Plan and Grade ZA5 1787 (\$7,718.46 - \$10,343.47) and cancel one (1) Social Service Information Systems Analyst (XQWD) (represented) position #11263 at Salary Plan and Grade KZ5 1538 (\$6,031.9 - \$7,331.55)

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

Effective: ☒ Day following Board Action.

☐ _____(Date)

Gladys Scott Reid

11/9/2020

(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 ☒ ~~DISAPPROVED~~ ☒

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

DATE 11-17-2020

BY

June McHuen

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: