

POSITION ADJUSTMENT REQUEST

NO. 25589
DATE 3/10/2020

Department County Counsel, DA, Public Defender
Department No./ Budget Unit No. Varys Org No. Varys Agency No. ___

Action Requested: Reallocating the salary of the unrepresented and exempt classifications of Chief Assistant County Counsel (2ED2), Chief Assistant District Attorney (2KD2), and Chief Assistant Public Defender (25D1) from five (5) to six (6) step classes by adding a five (5) percent merit step to the top of the ranges.

Proposed Effective Date: 1/1/2021

Classification Questionnaire attached: Yes [] No [X] / Cost is within Department's budget: Yes [X] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

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

Total annual cost \$47,000.00 Net County Cost \$47,000.00
Total this FY \$23,500.00 N.C.C. this FY \$23,500

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

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

Lisa Driscoll, County Finance Director
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Lisa Driscoll, County Finance Director 11/9/2020
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 11/20/2020

Reallocate the salary of the classifications of Chief Assistant County Counsel (2ED2) from (\$16,572.07-\$20,143.46) to (\$16,572.07-\$21,150.63), Chief Assistant District Attorney (2KD2) from (\$16,572.07-\$20,143.46) to (\$16,572.07-\$21,150.63) , and Chief Assistant Public Defender (25D1) from (\$16,441.32-19,984.53) to (\$16,441.32-20,983.76)

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

Effective: [] Day following Board Action.
[X] 1/1/2021 (Date)

Amanda Monson 11/20/2020
(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 11/9/2020

[X] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

David Twa, County Administrator
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] DISAPPROVED [X]

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

DATE 12-08-2020

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: