

POSITION ADJUSTMENT REQUEST

C.26

NO. 25657
DATE 12/3/2020

Department Health Services
Department No./
Budget Unit No. 0540 Org No.6547 Agency No. A18

Action Requested: Add one Disability Benefits Coordinator (VATC) (represented) position at salary plan and grade ZB5 1631 (\$6,614-\$8,039), one Personnel Technician (AP7B) (unrepresented) position at salary plan and grade B85 1308 (\$5,298-\$6,440), and one Departmental Human Resources Supervisor (unrepresented) (APFB) position at salary plan and grade B85 1012 (\$7,285-\$9,763); and cancel one vacant Departmental Personnel Officer-Exempt (APG1) position at salary plan and grade B85-1876 (\$8,846-\$10,752) in the Health Services Department.

Proposed Effective Date: 12/16/2020

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

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

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

Total annual cost \$290,083.10 Net County Cost \$0
Total this FY \$0 N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hospital Enterprise Fund I

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

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

12/7/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE

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

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

Tina Pruet

12/7/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

12/8/2020

- [x] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

Enid Mendoza

(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 12-15-2020

BY

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: