

# POSITION ADJUSTMENT REQUEST

NO. 25666  
DATE 11/20/2020

Department EHSD-CSB Department No./  
Budget Unit No. 0588 Org No. 1417 Agency No. 19

Action Requested: Establish Child Nutrition Cook-Prjct and Child Nutrition Assistant-Prjct classifications; allocate it in the salary schedule; Abolish Child Nutrition Worker I-Prjct; Child Nutrition Worker II-Prjct; and Child Nutrition Worker III-Prjct. Reclassify postions #1055 and #1224 and incumbents to Child Nutrition Cook-Project. Reclassify positions.#1060;#12165, & #1059 and incumbents to Child Nutrition Assistant-Prjct.

Proposed Effective Date: 12/3/2020

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

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

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

Total annual cost \$76,755.00

Net County Cost \$0.00

Total this FY \$44,773.75

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Eva Gaipa

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

[Signature]  
Deputy County Administrator

12-17-2020  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE \_\_\_\_\_

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

Effective:  Day following Board Action.  
 \_\_\_\_\_ (Date)

\_\_\_\_\_  
(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~~

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 01-19-2021

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: