

POSITION ADJUSTMENT REQUEST

C.22

NO. 25681
DATE 1/15/2021

Department Dept of Child Support Services
Department No./ Budget Unit No. 0249 Org No. 1780 Agency No. A40

Action Requested: Delete one (1) Child Spprt Asst Supervisor (JJHJ), pos # 3756, Delete one (1) Child Support Assistant (J9VA), pos # 3733, Delete one (1) Child Support Specialist I (SMWF), pos # 17826, Add one (1) Child Support Svcs Manager (9CDA) and Add one (1) Network Administrator II (LNSB).

Proposed Effective Date: 2/2/2021

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

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

Total annual cost \$55,053.00 Net County Cost \$0.00
Total this FY \$15,415.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Fully funded by Federal/State grants; zero cost to CGF

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

Sarah Bunnell

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dennis Bozanich

1/20/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/20/2021

Delete one (1) Child Spprt Asst Supervisor (JJHJ), pos # 3756, Delete one (1) Child Support Assistant (J9VA), pos # 3733, Delete one (1) Child Support Specialist I (SMWF), pos # 17826, Add one (1) Child Support Svcs Manager (9CDA) and Add one (1) Network Administrator II (LNSB).

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

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

Alan Aguirre, Human Resources Analyst

01/20/2021

(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 [x] DISAPPROVED [x]

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

DATE February 9, 2021

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: