

POSITION ADJUSTMENT REQUEST

NO. 25692
DATE 2/12/2021

Department Animal Services
Department No./ Budget Unit No. 0366 Org No. 3336 Agency No. 36

Action Requested: ADOPT Position Adjustment Resolution No. 25692 to ADD one (1) full-time Animal Clinic Veterinarian-Exempt (BKS1) (unrepresented) position at salary plan and grade B85 1957 (\$9,139 - \$11,108) and CANCEL one (1) Veterinary Assistant (BKRA) (represented) vacant position #17053 at salary plan and grade QA5 1063 (\$3,768 - \$4,580) in the Animal Services Department.

Proposed Effective Date: 3/1/2021

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 \$226,616.00 Net County Cost \$47,763.00
Total this FY \$75,539.00 N.C.C. this FY \$27,949.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 32% User Fees, 31% City Revenues, 37% County General Fund

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

Arturo Castillo

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Melissa Crockett for Paul Reyes

2/12/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/16/2021

ADOPT Position Adjustment Resolution No. 25692 to ADD one (1) full-time Animal Clinic Veterinarian-Exempt (BKS1) (unrepresented) position at salary plan and grade B85 1957 (\$9,139 - \$11,108) and CANCEL one (1) Veterinary Assistant (BKRA) (represented) position at salary plan and grade QA5 1063 (\$3,768 - \$4,580) in the Animal Services Department.

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 for Ann Elliott

2/16/2021

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

2/25/2021

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

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [x] DISAPPROVED [ ]

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

DATE 03-02-2021

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: