

POSITION ADJUSTMENT REQUEST

C.31

NO. # 25714
DATE 4/1/2021

Department Office of the Sheriff
Department No./ Budget Unit No. 0255 Org No. 2515 Agency No. 25

Action Requested: ADOPT Personnel Adjustment Resolution No.# 25714 To CANCEL two (2) full-time Deputy Sheriff-Criminalist III (6DTB) (represented) positions (#2530 and #2914) at salary plan and grade VHX 1965 (\$9,720.46-\$12,406.04) and ADD two (2) full-time Criminalist III (6DTA) (represented) positions at salary plan and grade VN5 1922 (\$9,712.33-\$12,100.52) in the Office of the Sheriff.

Proposed Effective Date: 4/1/2021

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 \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT \$186,868 annual savings, \$143,448 in retirement savings

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

Mary Jane Robb
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Melissa Crockett for Paul Reyes 4/14/2021
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 4/6/2021

ADOPT Personnel Adjustment Resolution No. # 25714 To CANCEL two (2) full-time Deputy Sheriff-Criminalist III (6DTB) (represented) positions (#2530 and #2914) at salary plan and grade VHX 1965 (\$9,720.46-\$12,406.04) and ADD two (2) full-time Criminalist III (6DTA) (represented) positions at salary plan and grade VN5 1922 (\$9,712.33-\$12,100.52) in the Office of the Sheriff.

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

Effective: [X] Day following Board Action.
[] (Date)
Rebecca Martinez 4/6/2021
(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 4/14/2021

[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 [X] XXXX
Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 04-20-21
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: