

POSITION ADJUSTMENT REQUEST

C.32

NO. 45152
DATE 4/2/2021

Department Human Resources
Department No./ Budget Unit No. 0035 Org No. Agency No. 05

Action Requested: Reallocate the salary for the classification of Departmental Human Resources Supervisor (unrepresented) from plan/grade B85/1012 to salary plan/grade B85/1876, which will result in a 9% increase.

Proposed Effective Date:

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

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

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

Total annual cost Net County Cost
Total this FY N.C.C. this FY

SOURCE OF FUNDING TO OFFSET ADJUSTMENT

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

Elizabeth Loud

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

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: Day following Board Action. (Date)

Tina Pruet 4/13/2021

(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 DISAPPROVED

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: