

POSITION ADJUSTMENT REQUEST

C.47

NO. 25754
DATE 5/24/2021Department Health Services

Department No./

Budget Unit No. 0540 Org No. 6555 Agency No. A18

Action Requested: Add three Health Services Systems Analyst II (LBVC). Cancel two Systems Software Analyst I (LWWA) in position numbers 17608 and 17607 and one (1) Network Administrator I (LNSA) position number 17295 in the Information Technology division of the Health Services Department.

Proposed Effective Date: 6/9/2021Classification 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 \$30,931.67Net County Cost \$0.00Total this FY \$2,577.64N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hospital Enterprise Fund I

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Mary Jane De Jesus-Saepharn

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

5/27/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 5/28/2021

Add three Health Services Systems Analyst II (LBVC). Cancel two Systems Software Analyst I (LWWA) in position numbers 17608 and 17607 and one (1) Network Administrator I (LNSA) position number 17295 in the Information Technology division of the Health Services Department.

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

Effective: ☒ Day following Board Action.☐ ____ (Date)

Brianna Barker

5/28/2021

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 6/2/2021☒ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☐ Other: _____

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐Monica Nino, Clerk of the Board of Supervisors
and County AdministratorDATE 06-08-2021BY June Mendoza

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: