POSITION ADJUSTMENT REQUEST

C.39

Department No./
Department <u>Public Works</u>   Budget Unit No. <u>0650</u> Org No. <u>4528</u> Agency No. <u>65</u>

Action Requested: Add one (1) Network Administrator I (LNSA) (represented) position and cancel one (1) vacant Network Technician II (LNVA) (represented) position #17117 in the Public Works Department Information Technology Division.

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 <u>5096</u>	Net County Cost	<u>0</u>
Total this FY <u>5096</u>	N.C.C. this FY	<u>0</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT   <u>100% Various Road and Special District Funds.</u>

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

Brian M. Balbas
_____
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel	7/2/21
Deputy County Administrator	Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS   DATE <u>07/12/2021</u>
ADD one Network Administrator I (LNSA) (represented) position and CANCEL one (1) vacant Network Technician II (LNVA) (represented) position.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.
Effective: ☒ Day following Board Action.
              ☐ _____ (Date)

Rebecca Martinez	07/12/2021
(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: Monica Nino, Clerk of the Board of Supervisors
Adjustment is APPROVED ☒   ☒ŠĀ₽₽Ř₭₭₭₭ XXXXX   and County Administrator

DATE <u>07-27-2021</u>   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: