

POSITION ADJUSTMENT REQUEST

NO. 25782
DATE 6/5/2021

Department EHSD-CSB

Department No./
Budget Unit No. 0588 Org No. 1432 Agency No. 19

Action Requested: Cancel one Children Services Manager-Project (9MH1) (unrepresented) and add one Comprehensive Services Manager-Project (9MS3) (unrepresented) full time position.

Proposed Effective Date: 6/1/2021

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

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

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

Total annual cost \$137,444.00 Net County Cost \$0.00
Total this FY \$11,454.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Federal Funds

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

Eva Gaipa

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dennis Bozanich

7/23/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/26/2021

Cancel one Children Services Manager-Project (9MH1) vacant position No. 12585 (unrepresented); and add one Comprehensive Services Manager-Project (9MS3) (unrepresented) position.

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

7/26/2021

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

7-29-2021

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

[Signature]

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] DISAPPROVED [X]

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 08-03-2021

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: