

C.28

# POSITION ADJUSTMENT REQUEST

NO. 25802  
DATE 08/20/2021

Department Health Services Department No./  
Budget Unit No. 0460 Org No. 5828 Agency No. A18

Action Requested: Reassign one (1) vacant part-time (20/40) Public Health Nutritionist (V9WB) (represented) position #8498 at salary plan and grade TC5 1430 (\$5,582.83 - \$6,785.96) from Department #0450 to #0460 in the Health Services Department.

Proposed Effective Date: 9/8/2021

Classification 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	<u>\$79,803.53</u>	Net County Cost	<u>\$0.00</u>
Total this FY	<u>\$66,502.94</u>	N.C.C. this FY	<u>\$0.00</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT State, Federal, and County grants

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

8/30/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 8/31/2021

Reassign one (1) vacant part-time (20/40) Public Health Nutritionist (V9WB) (represented) position #8498 at salary plan and grade TC5 1430 (\$5,582.83 - \$6,785.96) from Department #0450 to #0460 in 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)

Alycia Leach

8/31/2021

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/2/2021

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

DATE 9-21-2021

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

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: