

POSITION ADJUSTMENT REQUEST

NO. 25701
DATE 3/8/2021

Department Health Services

Department No./
Budget Unit No. 0540 Org No. 6547 Agency No. A18

Action Requested: Reclassify Disability Benefits Coordinator (VATC) positions #18257 (vacant), and #12183 and its incumbent to Departmental Human Resources Analyst II (ARTA) in the Health Services Department.

Proposed Effective Date: 3/30/2021

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

Total One-Time Costs (non-salary) associated with request: \$0.00

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

Total annual cost \$78,506.00 Net County Cost \$0.00
Total this FY \$26,168.00 N.C.C. this FY \$0.00

SOURCE 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.

Jo-Anne Linares
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for 3/8/2021
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 09/28/2021

Reclassify Disability Benefits Coordinator (VATC) position #18257 (vacant), and position #12183 and its incumbent to Departmental Human Resources Analyst II (ARTA) 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.
[x] 8/1/2021(Date)

Alycia Leach 09/28/2021
(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 10/6/2021

[x] 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 [x] DISAPPROVED [x]

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

DATE 10-12-2021

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: