

POSITION ADJUSTMENT REQUEST

C.24

NO. 25815
DATE 9/24/2021

Department Health Services
Department No./ Budget Unit No. 0450 Org No. 5761 Agency No. A18

Action Requested: Reassign one (1) Supervising Accountant (SAHJ) position #13314 and its incumbent, from Department 0540 (cost center 6567 - General Accounting) to Department 0450 (cost center 5761 - Public Health Admin); and reassign one (1) Health Services Accountant (VCTB) from Department 0450 (cost center 5761 - Public Health Admin) to Department 0540 (cost center 6567 - General Accounting) in Health Services. (Represented)

Proposed Effective Date: 10/13/2021

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

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

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

Total annual cost \$17,067.55 Net County Cost \$0.00
Total this FY \$12,800.66 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost will be funded by Hospital Enterprise Fund I revenues

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

Lauren Ludwig
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for 10/5/2021
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE
Exempt from Human Resources review under delegated authority

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

Effective: [X] Day following Board Action.
[ ] (Date)

(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 10/6/2021
[ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[X] Other: Approve as recommended by the department.

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: