

POSITION ADJUSTMENT REQUESTNO. 25909
DATE 5/16/2022

Department Probation Department No./
Budget Unit No. 0308 Org No. 3000 Agency No. 30
Action Requested: ADOPT Position Adjustment Resolution No. 25909 to reallocate the classification of Assistant County Probation Officer – Exempt (7AB1) on the salary schedule. (Unrepresented)

Proposed Effective Date: 5/24/2022Classification 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 \$30,000.00Net County Cost \$30,000.00

Total this FY _____

N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

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

Danielle Fokkema

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

SS for Paul Reyes

2/22/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 5/16/2022

Reallocate the salary of the Assistant County Probation Officer – Exempt (7AB1) (unrepresented) and its incumbent on the salary schedule

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

Effective: ☒ Day following Board Action.☐ _____(Date)

Amber Lytle

5/16/2022

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

5/17/2022☒ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☐ Other: _____

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED ☒~~Monica Nino, Clerk of the Board of Supervisors
and County AdministratorDATE 05-24-2022BY 

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: