

POSITION ADJUSTMENT REQUEST

C.50

NO. 25966
DATE 5/26/2022

Department County Administrator's Office
Department No./ Budget Unit No. 0003 Org No. 1200 Agency No. 03

Action Requested: Adding one (1) Senior Deputy County Administrator (ADDH) (unrepresented) 40/40 position and cancel one (1) vacant Senior Management Analyst (ADTD) (unrepresented) 40/40 position #6523 in the County Administrator's Office.

Proposed Effective Date: 6/7/2022

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 \$64,001.00 Net County Cost \$64,001.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund; existing department appropriations.

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

Timothy M. Ewell

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 5/31/2022

Add one (1) Senior Deputy County Administrator (ADDH) (unrepresented) position and cancel one (1) vacant Senior Management Analyst (ADTD) (unrepresented) position #6523 in the County Administrator's Office.

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

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

Amanda Monson

5/31/2022

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

6/1/2022

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

T. Adam Nguyen

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] []

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

BY

DATE 06-07-2022

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: