

POSITION ADJUSTMENT REQUEST

NO. 25983
DATE 6/27/2022

Department Health Services
Department No./
Budget Unit No. 0540 Org No. 6547 Agency No. 18

Action Requested: ADOPT Position Resolution No. 25983 to establish the new classification of Health Services Personnel Manager-Exempt (unrepresented) at salary plan and grade XXX XX (\$11,465 - \$13,936), appoint employee #46535 at Step 5, and cancel one Assistant Director of Health Services position (# 00007269) in the Health Services Department.

Proposed Effective Date: _____

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

Total One-Time Costs (non-salary) associated with request: _____

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

Total annual cost (\$63,306.57) Net County Cost _____
Total this FY (\$62,089.14) N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Savings- Hospital Enterprise Fund I

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

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for 6/29/2022

Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 6/29/2022

Establish the new classification of Health Services Personnel Manager-Exempt (APD5) (unrepresented) and add one position at salary plan and grade B85 1015 (\$11,465 - \$13,936), and appoint employee #46535 at Step 5 in this position effective August 25, 2022, and cancel one Assistant Director of Health Services position (# 00007269) in the Health Services Department.

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

Effective: [X] Day following Board Action.

[] (Date)

Alycia Leach

7/6/2022

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE _____

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

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] DISAPPROVED [X] XXXX

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

DATE July 12 2022

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: