

POSITION ADJUSTMENT REQUEST

NO. 26028

DATE 8/30/2022

Department Health Services

Department No./

Budget Unit No. 0450 Org No. Various Agency No. 18

Action Requested: Add one (1) Public Health Program Specialist II (VBND) (Org 5762), one (1) Medical Interpreter (VMVD) (Org 5815), and one (1) Buyer II (STTA) (Org 5835) position in the Health Services Department. (Represented)

Proposed Effective Date: 9/21/2022Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒

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

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

Total annual cost \$479,785.00Net County Cost \$0.00Total this FY \$399,821.00N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: (33% Public Health Workforce Development Grant, 40% Birth and Death Certificate Program Revenue, and 27% Refugee Health Assessment Program Grant)

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Larita Clow

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

9/13/2022

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

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/14/2022☐ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☒ Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED ☒~~Monica Nino, Clerk of the Board of Supervisors
and County AdministratorDATE 09-20-2022BY 

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: