

POSITION ADJUSTMENT REQUEST

NO. 26033
DATE 9/19/2022

Department County Administrators Office
Department No./ Budget Unit No. 0003 Org No. 1220 Agency No. 03
Action Requested: Add one (1) full-time Principal Labor Relations Analyst (ADNC) (unrepresented) position and cancel one (1) full-time Labor Relations Analyst II (ADSJ) (Unrepresented) position #15252 in the County Administrators Office.

Proposed Effective Date: 10/5/2022

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 \$13,440.00 Net County Cost \$13,440.00
Total this FY \$10,080.00 N.C.C. this FY \$10,080.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

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

David Sanford, Chief of Labor Relation

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Monica Nino

9/19/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/26/2022

Add one (1) full-time Principal Labor Relations Analyst (ADNC) (unrepresented) position and cancel one (1) full-time Labor Relations Analyst II (ADSJ) (unrepresented) position #15252

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

Effective: [X] Day following Board Action.

[] (Date)

Gladys Reid

9/26/2022

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

- [X] 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]

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

DATE 10-04-2022

BY

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: