

POSITION ADJUSTMENT REQUEST

NO. 26049
DATE 9/27/2022

Department Department of Information Technology
Department No./ Budget Unit No. 0147 Org No. 1070 Agency No. ___

Action Requested: Add one (1) Information Systems Administrator III (LFTA) in the Department of Information Technology to support the Clerk of the Board's Office.

Proposed Effective Date: 11/1/2022

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 \$153,225.00 Net County Cost \$0.00
Total this FY \$102,250.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT DoIT to charge Clerk of the Board through monthly billing

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

Sarah Bunnell

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/28/2022

Add one (1) Information Systems Administrator III (LFTA) (represented) position at salary plan and grade ZB5 1644 (\$7,245.45 - \$8,806.89) to the Department of Information Technology to support the Clerk of the Board'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

9/28/2022

(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]XXX

Monica Ning, 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: