

POSITION ADJUSTMENT REQUEST

NO. 26054
DATE 9/22/2022

Department Health Services

Department No./
Budget Unit No. 0301 Org No. 5710 Agency No. 18

Action Requested: Add one Mental Health Program Manager (VQDC) and one Community Health Worker II (VKVB) positions; and cancel vacant 24/40 Substance Abuse Counselor (VHVC) pos. #18448 and vacant Clerk – Senior Level (JWXC) position #7126 in Detention Mental Health division of the Health Services Department. (All represented)

Proposed Effective Date: 10/19/2022

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

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

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

Total annual cost increase \$111,446 Net County Cost \$111,446
Total this FY \$83,584 N.C.C. this FY \$83,584

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% County General Fund, Org # 5710

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

Laurén Jimenez

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

10/7/2022

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

10/13/2022

- [ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[X] Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] DISAPPROVED [ ]

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

DATE 10-18-2022

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: