

POSITION ADJUSTMENT REQUEST

C.32

NO. 26059
DATE 10/20/2022Department Health ServicesDepartment No./
Budget Unit No. 0452 Org No. 5886 Agency No. A18Action Requested: Cancel three (3) Environmental Health Specialist II (VLVA) positions and add three (3) Environmental Health Specialist III (VLNB) positions in the Health Services Department. (Represented)Proposed Effective Date: 11/1/2022Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐Total One-Time Costs (non-salary) associated with request: \$0.00

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

Total annual cost \$27,014.00Net County Cost \$0.00Total this FY \$18,009.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT: (100% Environmental Health Program Fees)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

10/21/22

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.☒ 11-01-2022

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 11/1/2022

- ☐ 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~~ ~~XXXX~~Monica Nino, Clerk of the Board of Supervisors
and County AdministratorDATE 11-29-2022BY 

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: