

## POSITION ADJUSTMENT REQUEST

NO. 26073  
DATE 11/16/2022Department Health ServicesDepartment No./  
Budget Unit No. 0540 Org No. var Agency No. A18

Action Requested: Increase the hours of one (1) Medical Social Worker II (X4VH) position #7629 from 30/40 to 40/40 (org #6385) and one (1) Community Health Worker II (VKVB) position #15812 from 32/40 to 40/40 (org #6518) in the Health Services Department.

Proposed Effective Date: \_\_\_\_\_

Classification 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 \$57,119.99Net County Cost \$57,119.99Total this FY \$38,079.99N.C.C. this FY \$38,079.99SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hospital Enterprise Fund IDepartment must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

Jenny Nguyen

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

11/21/2022

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 11/22/2022

- ☐
- Approve Recommendation of Director of Human Resources
- 
- ☐
- Disapprove Recommendation of Director of Human Resources
- 
- ☒
- Other: \_\_\_\_\_

Sarah Kennard

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☒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: