

POSITION ADJUSTMENT REQUEST

NO. 26072
DATE 11/17/2022

Department Public Defender
Department No./ Budget Unit No. 0243 Org No. 2921 Agency No. 43

Action Requested: Add one (1) Deputy Public Defender-Fixed Term (25WB) (represented) position at salary plan and grade JDX 2197 (\$9,119.31 - \$9,803.38), and add one (1) Administrative Services Assistant II - Project (APV2) (represented) position at salary plan and grade Z25 1475 (\$6,129.06 - \$7,449.91), and cancel one (1) Administrative Services Assistant III - Project (APT1) (represented) position #18788 at salary plan and grade Z

Proposed Effective Date: 1/2/2022

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

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

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

Total annual cost \$441,008.87 Net County Cost \$0.00
Total this FY \$220,504.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT BSCC Public Defense Program

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

Brandon Banks

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

E. Farrell (for Paul Reyes)

11/21/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/1/2022

Add one (1) Deputy Public Defender-Fixed Term (25WB) (represented) position at salary plan and grade JDX 2197 (\$9,119.31 - \$9,803.38), and add one (1) Administrative Services Assistant II - Project (APV2) (represented) position at salary plan and grade Z25 1475 (\$6,129.06 - \$7,449.91), and cancel one (1) Administrative Services Assistant III - Project (APT1) (represented) position #18788 at salary plan and grade Z25 1631 (\$7,512.79- \$8,694.

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

12/1/2022

(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:

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

Adjustment is APPROVED [x] DISAPPROVED []

DATE 01-10-2023

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: