

POSITION ADJUSTMENT REQUEST

NO. 26084
DATE 12/9/2022

Department Office of the County Counsel
Department No./ Budget Unit No. 0030 Org No. 1700 Agency No. 17

Action Requested: Add one Assistant County Counsel-Exempt (2ED1) and appoint employee number 70241 in this position and Cancel one Senior Financial Counselor-Exempt (2ED3) position number 5766.

Proposed Effective Date: 1/1/2023

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 \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Neutral.

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

Thomas L. Geiger

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L. Strobel

12/12/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/3/2023

Add one (1) Assistant County Counsel-Exempt (2ED1) at salary plan and grade B8E 2385 (\$16,069.34-\$19,532.39) and appoint employee number 70241 in this position and Cancel one (1) Senior Financial Counselor-Exempt (2ED3) at salary plan and grade B8E 2385 (\$16,069.34-\$20,509.01) position number 5766.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [X] Day following Board Action.
[ ] (Date)

Carol Berger

1/3/2023

(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 [ ]

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

DATE 01-10-2023

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: