

POSITION ADJUSTMENT REQUEST

NO. 26106
DATE 12/30/2022

Department Health Services
Department No./ Budget Unit No. 0450 Org No. 5891 Agency No. 818
Action Requested: Increase hours of a vacant Occupational Therapist II (V5VH) position# 8373 from 20/40 to 40/40

Proposed Effective Date:

Classification Questionnaire attached: Yes [ ] No [ ] / 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 \$195,685.23 Net County Cost \$97,842.62
Total this FY \$89,689.07 N.C.C. this FY \$44,844.54

SOURCE OF FUNDING TO OFFSET ADJUSTMENT funded by the State 50% and County Allocations 50%

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

Kimberly S. Gates

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

1/30/2023

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: [x] Day following Board Action.

[ ] (Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

2/21/2023

- [ ] 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:

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

Adjustment is APPROVED [x] DISAPPROVED [ ]

DATE 02-28-2023

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: