

POSITION ADJUSTMENT REQUEST

NO. 26154  
DATE 6/13/2023

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

Action Requested: Add one (1) full-time Deputy County Counsel - Advanced Exempt (2ET3) (unrepresented) and cancel one (1) full-time Deputy County Counsel Advanced (2ETK) (unrepresented) vacant position number 5774 in the Office of the County Counsel.

Proposed Effective Date: 6/14/2023

Classification 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 \$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

6/2/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 6/5/2023

Add one (1) full-time Deputy County Counsel - Advanced Exempt (2ET3) (unrepresented) position at salary level B8B 2297 (\$15,173.98-\$18,037.10) and cancel one (1) full-time Deputy County Counsel Advanced (2ETK) (unrepresented) vacant position number 5774 at salary level B8B 2297 (\$15,173.98-\$18,037.10) in the Office of the County Counsel.

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

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Carol Berger

6/5/2023

(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  ~~DISAPPROVED~~

DATE 06-13-2023

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

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: