

POSITION ADJUSTMENT REQUEST

NO. 26158
DATE 6/13/2023

Department Office of the Sheriff
Department No./ Budget Unit No. 0300 Org No. 2578 Agency No. 25
Action Requested: ADOPT Position Adjustment Resolution No. XXXXX to add three (3) Sheriff's Specialists (64VE) (represented) at a salary plan and grade VN5 1285 (\$5,699 - \$7,100) positions in the Sheriff's Office - Custody Services Bureau.

Proposed Effective Date: 7/1/2023

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 \$913,420.00 Net County Cost \$913,420.00
Total this FY \$913,420.00 N.C.C. this FY \$913,420.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Budgeted General Fund

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

Jad Keileh

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

6/14/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 6/21/2023

Add three (3) Sheriff's Specialists (64VE) (represented) positions at a salary plan and grade VN5 1285 (\$5,699 - \$7,100)

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

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

Gladys Reid

6/21/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

6/22/2023

- [x] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

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 06-27-2023

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: