

POSITION ADJUSTMENT REQUEST

D.1

NO. 26174
DATE 7/19/2023

Department Health Services
Department No./ Budget Unit No. 0540 Org No. 6365 Agency No. 18
Action Requested: Temporarily hire a County Retiree and waive the 180-day "sit out" period for Jennifer Huynh, Senior Clinical Laboratory Scientist (VHNA), in the Health Services Department.

Proposed Effective Date: 08/16/2023

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 increase \$68,947.00 Net County Cost \$0.00

Total this FY \$63,201.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: Cost Increase - 100% funded by Hospital Enterprise Fund I

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

Laurén Jimenez

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

7/26/2023

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

- [] 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 08-01-2023

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: