

POSITION ADJUSTMENT REQUEST

NO. 26167
DATE 7/10/2023

Department Health Services Department No./ Budget Unit No. 0540 Org No. 6501 Agency No. A18
Action Requested: Reclassify position #18666 and its incumbent EE#93338 from Institutional Services Worker - Generalist (1KVD) to Food Service Worker - Generalist (1KVG) in the Health Services Department. (Represented)

Proposed Effective Date: 8/1/2023

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 _____
Total this FY \$0.00 N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: Cost Neutral (100% Enterprise Fund I)

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

Larita Clow

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

7/21/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/26/2023

ADOPT Position Adjustment Resolution No. 26167 to reclassify position #18666 and its incumbent EE#93338 from _____ Institutional Services Worker - Generalist (1KVD) at salary plan and grade TB5-0922 (\$4,144 - \$5,038) to Food Service Worker - Generalist (1KVG) at salary plan and grade TB5-1002 (\$4,144 - \$5,038) in the Health Services Department. (Represented)

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

Effective: Day following Board Action.
 _____(Date)

Alycia Leach

7/26/2023

(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~~ XXXX

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

DATE 08-08-2023

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: