

POSITION ADJUSTMENT REQUEST

NO. **26230**
DATE 11/28/2023

Department Animal Services Department No./
Budget Unit No. 0366 Org No. 3347 Agency No. 36
Action Requested: ADOPT Position Resolution No. 26230 to ADD one (1) Community and Media Specialist (APTC) (represented) position at salary plan and grade TB5 1511 (\$6,669- \$8,106) in the Animal Services Department.

Proposed Effective Date: 1/1/2024

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 \$106,705.00 Net County Cost \$106,705.00
Total this FY \$53,300.00 N.C.C. this FY \$53,300.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% County General Fund

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

Arturo Castillo

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Chrystine Robbins for

11/9/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 11/16/2023

Add one (1) Community and Media Specialist (APTC) (represented) position, at salary plan and grade TB5 1511 (\$6,669 - \$8,106)

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

Effective: **Day following Board Action.**
 _____(Date)

Alex Johnson

11/16/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 11/21/2023

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

Jason Chan

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ~~DISAPPROVED~~

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

DATE 11-28-2023

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: