

POSITION ADJUSTMENT REQUEST

NO. 26352
DATE 10/1/2024

Department Contra Costa County Fire Protection Di Department No./ Budget Unit No. 7300 Org No. 7300 Agency No. 70
Action Requested: ADOPT Position Adjustment Resolution No. 26352 to add one (1) Departmental Human Resources Officer II - Exempt (unrepresented) position (APG2) in the Contra Costa County Fire Protection District.

Proposed Effective Date: 11/13/2024

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 \$292,295.05 Net County Cost \$0.00
Total this FY \$170,505.44 N.C.C. this FY \$146,148.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Fire District General Funds

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

Elizabeth Loud

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

E. Farrell for Enid Mendoza

10/22/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/25/2024

Add one (1) Departmental Human Resources Officer II - Exempt (APG2) (unrepresented) position

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

10/25/2024

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

11/7/2024

- [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:

Adjustment is APPROVED [x] DISAPPROVED [x]

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

DATE 11-12-2024

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: