

072

POSITION ADJUSTMENT REQUEST

NO. 26275
DATE 4/11/2024

Department No./

Department Employment and Human Services

Budget Unit No. _____ Org No. _____ Agency No. 19

Action Requested: ADOPT Position Adjustment Resolution No. 26275 to reallocate sixty-four (64) positions and reclassify nineteen (19) filled positions and their incumbents to SSPA I (X0WD). Refer to Attachment for position numbers and classifications.

Proposed Effective Date: 1-22-2024

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 \$0.00

Net County Cost \$0.00

Total this FY \$0.00

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 59% Federal, 35% State, and 6% County funds

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

Susan Bain, Dir. of Internal Operation

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

4/15/ 24

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 4/17/2024

Reallocate sixty-four (64) vacant positions and reclassify nineteen (19) filled positions and their incumbents to Social Service Program Assistant I (X0WD). Refer to the Attachment for position numbers and classification titles.

Effective: 01-22-2024
_____(Date)

Gladys Reid

4/17/2024

(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:

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

Adjustment is APPROVED ~~DISAPPROVED~~

DATE 4-22-2024

BY [Signature]

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: