

POSITION ADJUSTMENT REQUEST

C.157

NO. 26386
DATE 12/6/2024

Department Health Services

Department No./

Budget Unit No. 0540 Org No. 6540 Agency No. A18

Action Requested: Establish the classification of Health Services Appointment System Manager and reclassify position #8054 in the Health Services Department

Proposed Effective Date: _____

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

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 _____

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

Nicole Bilich

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

12/6/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/12/2023

ADOPT Position Adjustment Resolution #26386 to establish the classification of Health Services Appointment Unit Manager (VAGG) at salary plan and grade ZA5 1014 (\$6960.54 - \$8460.56) and reclassify one (1) vacant (position #8054) Health Services Appointment System Coordinator (VCHC) at salary plan and grade level K65 1452 (\$6,605.14 - \$8,028.59) to the new Health Services Appointment Unit Manager classification..

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

Effective: ☐ Day following Board Action.

☒ 12/1/2024(Date)

Nicole Bilich

12/6/2024

(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: _____

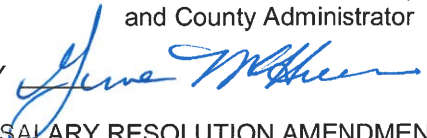
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐

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

DATE 12-17-2024

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: