

## POSITION ADJUSTMENT REQUEST

NO. 26301DATE 7/2/2024Department Health Services

Department No./

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

Action Requested: Decrease the hrs. of one (1) vacant Primary Care Provider – Exempt (VPT5) pos. #19830 from 40/40 to 32/40 (0540/6384). Increase the hrs. of 1 Primary Care Provider – Exempt (VPT5) pos. #19827 and incumbent (EE #88375) from 36/40 to 40/40 (0540/6386) and decrease the hrs. of 1 Primary Care Provider – Exempt (VPT5) pos. #19829 and incumbent (EE #88378) from 37/40 to 36/40 (0540/6386) . (Represented)

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 (\$54,811.49)

Net County Cost \_\_\_\_\_

Total this FY (\$50,243.42)

N.C.C. this FY \_\_\_\_\_

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hospital Enterprise Fund I

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

Lauren Ludwig

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

7/16/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE \_\_\_\_\_

Exempt from Human Resources review under delegated authority

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

Effective: ☒ Day following Board Action.☐ \_\_\_\_\_ (Date)

(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 AdministratorDATE 7-23-2024BY June McQueen

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: