

POSITION ADJUSTMENT REQUESTNO. 26380
DATE 11/19/2024Department Employment and Human Services

Department No./

Budget Unit No. 0501 Org No. 5101 Agency No. 19

Action Requested: See Attachment A.

Proposed Effective Date: 12/1/2024Classification 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 \$477,470.00Net County Cost \$70,568.00Total this FY \$238,737.00N.C.C. this FY \$39,000.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 8% County, 54% Federal, 38% State

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Jennifer A. Cendejas, DHRAll

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

11/20/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/9/2024

ADOPT Position Adjustment Resolution No. 26380 to add eight (8) positions and cancel eight (8) positions in various classifications in the Employment and Human Services Department.

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

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

Chris Miller

12/9/2024

(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 AdministratorDATE 12-17-2024BY 

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: