



Contra Costa County

Position Adjustment Resolution (PAR) Form

This form is to be completed for midyear Position Adjustment Requests, for consideration outside the County's annual budget development process, per Administrative Bulletin No. 400 Section IV.C

I. DEPARTMENT REQUEST

Agency and Dept Name: CCA06 Dept of Information Technology

Dept No(s). 0147 Org No(s). 1060

Action Type: Reassign

Net FTE Change: 0.00

Proposed Effective Date:

Action Requested:

Reclassify position #20521 (EE #96055) from Info Sys Manager I (LTNA) to Info Sys Manager II (LTNB).

Use an additional sheet for further explanation or comments.

Fiscal Impact:

Cost is within Department's Budget: ☒ Yes ☐ No

Total One-Time Cost:

Total Annual Cost: \$ 13,499.60

Total this FY:

Net County Cost: \$ 0.00

NCC this FY: \$ 0.00

Source of Funding:

Dannielle Clark

(for) Department Head

Date

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26605

Comments:

Released to HR for further study/review

Diana Oyler

(for) County Administrator

05/07/2026

Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

HR Recommendation(s): Reclassify Information Systems Manager I position #20521 and its incumbent to Information Systems Manager II at salary plan and grade ZA5 2031 (\$12,673.15-\$15,404.30)

in the Department of Information Technology (Represented)

Angelica Tran

(for) Director of Human Resources

07/10/2026

Date

IV. COUNTY ADMINISTRATOR APPROVAL

Approve HR Department Recommendation(s): ☐ Yes ☐ No ☐ N/A

If No or N/A, CAO Recommendation(s):

BOS Approval Required: ☒ Yes ☐ No

Effective: ☐ Day following Board Approval

Date:

(for) County Administrator

Date

V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☒ ADOPTED ☐ OTHER ACTION:

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

By:

Date: 08/11/2026