

**POSITION ADJUSTMENT REQUEST**NO. **26299**DATE 7/15/2024Department Health Services

Department No./

Budget Unit No. \_\_\_\_\_ Org No. \_\_\_\_\_ Agency No. A18

Action Requested: ADOPT Position Adjustment Resolution No. 26299 to establish the classification of Mental Health Clinical Specialist-Per Diem (VQSK) at salary plan and grade level TC5 1002 (\$10,793.76) in the Health Services Department (Represented).

Proposed Effective Date: 7/23/2024Classification 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 \$0.00Net County Cost \$0.00Total this FY \$0.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT Various Funding Sources

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

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

7/15/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/19/2024

Establish the classification of Mental Health Clinical Specialist-Per Diem (VQSK) (represented) at salary plan and grade level TC5 1002 (\$10,793.76)

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

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

Gladys Reid

7/19/2024

(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~~ ☐ xxx

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

DATE 10-22-2024BY 

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: