



Contra Costa County

Position Adjustment Resolution (PAR) Form

C.43

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: CCA05 Human Resources

Dept No(s). 0035 Org No(s). 1351

Action Type: Reclassification

Net FTE Change: 0.00

Proposed Effective Date: 08/01/2025

Action Requested:

To request reclassification of one (1) Principal Human Resources Analyst (AGNA) (unrepresented) position (PCN#18151) to one (1) Human Resources Supervisor (AGDE) (unrepresented) position within the Human Resources Department.

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: \$ 278,000.00

Total this FY: \$ 254,833.00

Net County Cost: \$ 46,000.00

NCC this FY: \$ 42,167.00

Source of Funding: General Fund

Gina Yetner

08/04/2025

(for) Department Head

Date

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26481

Comments:

Released to HR for further study/review

(for) County Administrator

Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

(for) Director of Human Resources: _____

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 ☐ NoEffective: ☐ Day following Board Approval☒ Date: 08/01/2025

Jason Chan

(for) County Administrator

08/07/2025

Date

V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☒ ADOPTED ☐ OTHER ACTION: _____

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

By: _____

Date: 8-12-2025