

POSITION ADJUSTMENT REQUEST

C.117

NO. 26290
DATE 6/27/2024

Department Information Technology Department No./
Budget Unit No. 0147 Org No. 1060 Agency No. 06
Action Requested: Cancel one (1) vacant IT Customer Operations Manager (LKGA)(represented), position number 18828,
and add one (1) Information Systems Manager I (LTNA)(represented) position in the Department of Information Technology.

Proposed Effective Date: 7/10/2024

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 \$31,997.00 Net County Cost \$0.00
Total this FY \$31,997.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% User Departments

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

Marc Shorr

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Christine Robbins (for)

6/27/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/2/2024

ADOPT Position Adjustment Resolution No. 26290 to add one (1) full-time Information Systems Manager I (LTNA)
(represented) position at salary plan and grade ZA5 1884 (\$9,648.44 – 12,929.84) and cancel one (1) full-time IT Customer
Operations Manager (LKGA) (represented), position number 18828, at salary plan and grade ZA5 1737 (\$8,341.53 -
\$11,178.45) in the Department of Information Technology.

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

Effective: Day following Board Action.
 _____(Date)

Melissa Moglie

7/2/2024

(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 Administrator

DATE 07-23-2024

BY 

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: