

RESOLUTION ROUTING SHEET

Date Prepared: 2/10/21

Need Date: 2/12/21

PROCESSING DEPARTMENT:

Department: Human Resources

Contact Name: Katie Lee

Phone: x5628

Email Address: katie.lee@edcgov.us

Department Head Signature: Joseph Carruesco Digitally signed by Joseph Carruesco
Date: 2021.02.10 15:35:52 -08'00'

Requesting Department: Human Resources Org Code: 0810000

Service Requested: Resolution Review

Description:
Administrative Service Officer reclassifications and abolishment of the Administrative Service Officer classification.

COUNTY COUNSEL:

Approved:

Disapproved:

Date: 2/10/2021

County Counsel Signature: Stephen L. Mansell Digitally signed by Stephen L. Mansell
Date: 2021.02.10 16:37:24 -08'00'

County Counsel Comments:

HR APPROVAL: N/A (Resolution)

RISK MANAGEMENT: N/A (Resolution)

PLEASE EMAIL CHANGES/APPROVAL TO DEPARTMENT CONTACT