

# RESOLUTION ROUTING SHEET

Date Prepared: 9/21/21

Need Date: 9/24/21

**PROCESSING DEPARTMENT:**

Department: Human Resources

Contact Name: Jordan Meyer

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Department Head Signature: Joseph Carruesco Digitally signed by Joseph Carruesco  
Date: 2021.09.21 19:52:31 -07'00'

Requesting Department: HR/CAO Org Code: 0800000

Service Requested: Resolution Review

Description:  
Allocation changes in the Chief Administrative Office:  
1) The deletion of 2.0 full time equivalent (FTE) Sr. Fiscal Assistant allocations; and  
2) The deletion of 1.0 FTE Sr. Office Assistant allocation; and  
3) The addition of 1.0 FTE Fiscal Assistant I/II allocation; and

**COUNTY COUNSEL:**

Approved:

Disapproved:

Date: 9/22/2021

County Counsel Signature: Stephen L. Mansell Digitally signed by Stephen L. Mansell  
Date: 2021.09.22 14:50:28 -07'00'

County Counsel Comments:

HR APPROVAL: N/A (Resolution)

RISK MANAGEMENT: N/A (Resolution)

**PLEASE EMAIL CHANGES/APPROVAL TO DEPARTMENT CONTACT**