

# RESOLUTION ROUTING SHEET

Date Prepared: 3/14/2022 Need Date: 3/18/2022

**PROCESSING DEPARTMENT:**

Department: Human Resources  
Contact Name: Michael Reddin Phone: 5531  
Email Address: michael.reddin@edcgov.us

Department Head Signature: Joseph Carruesco Digitally signed by Joseph Carruesco  
Date: 2022.03.14 16:57:38 -07'00'

Requesting Department: Human Resources Org Code: 08000000

Service Requested: Resolution Review

Description:  
Upward reclassification of 2.0 FTE Admin Analyst II's to 2.0 FTE Sr Admin Analyst

**COUNTY COUNSEL:**

Approved:  Disapproved:  Date: 3/15/2022

County Counsel Signature: Stephen Mansell Digitally signed by Stephen Mansell  
Date: 2022.03.15 10:30:53 -07'00'

County Counsel Comments:

HR APPROVAL: N/A (Resolution) RISK MANAGEMENT: N/A (Resolution)

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