

RESOLUTION ROUTING SHEET

Date Prepared: 7/23/2024

Need Date: 8/6/2024

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: 2024.07.23 15:27:57 -07'00'

Requesting Department: Human Resources Org Code: 0800000

Service Requested: Resolution Review

Description:
Upward reclass of a position and incumbent in the Auditor-Controller's Office. The position is being reclassified from a Payroll Tech to an Admin Analyst I. Additionally the Admin Analyst recommended to be designated as Confidential (CO).

COUNTY COUNSEL:

Approved:

Disapproved:

Date: 7/24/2024

County Counsel Signature: Stephen Mansell Digitally signed by Stephen Mansell
Date: 2024.07.24 10:38:23 -07'00'

County Counsel Comments:

HR APPROVAL: N/A (Resolution)

RISK MANAGEMENT: N/A (Resolution)

PLEASE EMAIL CHANGES/APPROVAL TO DEPARTMENT CONTACT