

# RESOLUTION ROUTING SHEET

Date Prepared: 10/27/21

Need Date: 11/5/21

**PROCESSING DEPARTMENT:**

Department: Human Resources

Contact Name: Jordan Meyer

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Department Head Signature: \_\_\_\_\_

Requesting Department: HR Org Code: 0800000

Service Requested: Resolution Review

Description:  
Addition of one (1.0 FTE) Office Assistant I/II - Limited Term allocation: and  
Addition of one (1.0 FTE) Program Assistant - Limited Term allocation in the Health  
and Human Services Agency.

**COUNTY COUNSEL:**

Approved:

Disapproved:

Date: 10/28/2021

County Counsel Signature: Stephen L. Mansell Digitally signed by Stephen L. Mansell  
Date: 2021.10.28 15:42:06 -07'00'

County Counsel Comments:

HR APPROVAL: N/A (Resolution)

RISK MANAGEMENT: N/A (Resolution)

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