




MEMORANDUM

TO: Linda Gorton, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
Tamara Walters, Director
Division of Human Resources

DATE: October 3, 2022

SUBJECT: Abolish/Create Position – Department of Social Services

Request:

The attached action is requesting authorization to abolish one (1) unclassified position of Program Specialist - NE (Grade 513N) and create one (1) unclassified position of Program Specialist P/T – NE (Grade 513N) in the Department of Social Services and transfer the incumbent, effective the first payroll Monday following passage of Council.

Why are you requesting:

This request has resulted from the partial loss of grant funding for the full-time position.

What is the cost in this budget year and future budget year?

The remaining amount of the position will be funded by the grant.

| Position Title | Annual Salary Before | Annual Salary After | Annual Increase/Decrease |
|-----------------------------|----------------------|---------------------|--------------------------|
| Program Specialist – NE | (\$44,603.52) | \$0 | (\$44,603.52) |
| Program Specialist P/T – NE | \$0 | \$27,877.20 | \$27,877.20 |



**Total Annual Impact/
Salary and Benefits
\$28,019.76**

File Number:

1023-22

Director/Commissioner: Tamara Walters/Sally Hamilton

If you have questions or need additional information, please contact Alisha Lyle at (859) 258-3957.

