

## FY 2023 POSITION HOURS CHANGE

**ACTION REQUESTED:**

RECLASSIFICATION

SALARY ADJUSTMENT

DEPARTMENT Mental Health

DIVISION 2500

CURRENT GRADE \_\_\_\_\_ 6E

PROPOSED GRADE \_\_\_\_\_ 10E

CURRENT CLASSIFICATION Executive Administrative Assistant

PROPOSED CLASSIFICATION/CHANGE Executive Administrative Assistant

ANNUAL SCHEDULED HOURS *(required for calculation):*

CURRENT 1950

PROPOSED 1950

**RECLASSIFICATION/SALARY INCREASE - HOURLY SALARY**

EMPLOYEE RECLASSIFIED: No reclassification - salary adjustment

<i><b>CURRENT CLASSIFICATION</b></i>		Rate of Pay			Rate of Pay	
REG	PT	\$0.00	REG	FT	\$27.66	\$53,937.00
SLEP	PT	\$0.00	SLEP	FT	\$0.00	\$0.00

***PROPOSED CLASSIFICATION***

REG	PT	\$0.00	REG	FT	\$32.15	\$62,684.00
SLEP	PT	\$0.00	SLEP	FT	\$0.00	\$0.00

ANNUAL IMPACT \$8,747.00

**ADDITIONAL SALARY COSTS**

FICA		\$669.15
IMRF		\$543.92
IMRF SLEP		\$0.00

HEALTH CARE COSTS \$0.00

ADDITIONAL COSTS (computer, phone, equipment, etc.): \$0.00

TOTAL \$9,960.06

FUNDING SOURCE: Property Tax Levy

APPROPRIATE EXISTING SPACE FOR POSITION  YES  NO

**COMMENTS/JUSTIFICATION:**

Position reclassified as facilities management and supervisory duties have been added as a result of the elimination of the Deputy Director position.

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_