

RESOLUTION NO. 363

**AMENDING THE 2014 SHERIFF'S DEPARTMENT BUDGET: TITLE
CHANGE PARALEGAL TO LEGAL SECRETARY**

Introduced: 10/14/14
By Public Safety Committee

WHEREAS, The Sheriff's Office has requested a change in title from a Paralegal position to a Legal Secretary position, and

WHEREAS, The Sheriff's Office has performed a review of the job duties and responsibilities and has recommended the title change to a Legal Secretary position, and

WHEREAS, The Sheriff has requested a budget amendment in order to incorporate the funding necessary for the Legal Secretary position, now, therefore be it

RESOLVED, By the Albany County Legislature that the 2014 Sheriff's Department Budget in Appropriation Account A3110.1 is amended as follows:

Decrease Line Item A3110 1 5023 001 Paralegal by \$5,860 for this fiscal year with an annual salary of \$44,362

Create and Increase Line Item A3110 1 5025 001 Legal Secretary by \$5,860 for this fiscal year with an annual salary of \$44,362

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote. 10/14/14