

**ATTACHMENT A**

- a. Support the request to amend the FY 2022-23 District Attorney’s Adopted Budget (001-2240-8063) to reallocate four (4) 1.0 FTE Legal Secretary II’s to three (3) Legal Secretary III’s and one (1) Administrative Services Assistant.

Class Code	Position Title	Position Number	Beginning Total FTE	Position FTE Increase/Decrease	Revised Total FTE
80B22	Legal Secretary II	0002	25.0	(1.0)	24.0
80B22	Legal Secretary II	0017	24.0	(1.0)	23.0
80B22	Legal Secretary II	0019	23.0	(1.0)	22.0
80B22	Legal Secretary II	0024	22.0	(1.0)	21.0
80B26	Legal Secretary III	0001	0.0	1.0	1.0
80B26	Legal Secretary III	0002	1.0	1.0	2.0
80B26	Legal Secretary III	0003	2.0	1.0	3.0
14C70	Administrative Services Assistant	0001	0.0	1.0	1.0