



**MEMORANDUM**  
**OFFICE OF THE**  
**COUNTY EXECUTIVE OFFICER**  
**COUNTY OF PLACER**

**To:** Honorable Board of Supervisors  
**From:** David Boesch, County Executive Officer   
**Date:** July 23, 2013  
**Subject:** Unclassified Employee Step Increase: Jonn Melrose, Veterans Services Officer

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**ACTION REQUESTED**

The CEO recommends that the Board approve a 5% merit increase for Jonn Melrose, Veterans Services Officer, from Grade 600 Step 1 @ \$33.67 to Grade 600 Step 2 at \$35.35 per hour, effective April 20, 2013.

**BACKGROUND**

Board adoption of Ordinance #501 established a Civil Service System in Placer County. The primary purpose of the System is to further personnel activities on the basis of merit and competence, that are in the best interest of the County and without regard to personal, political, or other extraneous matters. Under Placer County Code Section 3.04.650 D, the Board is the approval body for merit increases for eligible employees of the unclassified service.

Board approval is required to grant merit increases pursuant to the Placer County Code, Chapter 3 process for step or merit increases.

