



MEMORANDUM
County Executive Officer
Administration
County of Placer

TO: Board of Supervisors
FROM: David Boesch, CEO 
SUBJECT: Unclassified Employee Step Increases

DATE: July 12, 2016

ACTION REQUESTED

The County Executive Officer recommends that the Board approve a 5% merit increase for:

Reza Rajabian, Dentist from Grade U40, Step 3 at \$61.11 per hour to Grade U40, Step 4 at \$64.17 per hour, effective May 28, 2016, and,

John Melrose, Veteran Services Officer from Grade 600, Step 3 at \$39.61 per hour to Grade 600, Step 4 at \$41.55 per hour, effective May 2, 2015; and, from Grade 600, Step 4 at \$41.55 per hour to Grade 600, Step 5 at \$43.64 per hour, effective April 30, 2016.

BACKGROUND

Placer County Code Section 3.04.650 generally provides for both classified and unclassified employees to advance by steps through merit increases along the salary grade approved for their classification and position. For classified employees, merit increases are approved by the Civil Service System. Under Section 3.04.650 D, the Board of Supervisors is the approval body for merit or step advancements for the unclassified service.

Due to a clerical oversight, an annual merit review and increase was missed, which necessitated the two-step adjustment in the second instance.

Performance Evaluation and Personnel Action forms have been submitted for the above employees recommending approval of a step increase. This office concurs with the recommendation.

FISCAL IMPACT

None.

