



**MEMORANDUM**  
**County Executive Officer**  
**Administration**  
**County of Placer**

TO: Board of Supervisors

DATE: August 9, 2016

FROM: David Boesch, CEO

SUBJECT: Unclassified Employee Step Increases

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**ACTION REQUESTED**

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

Clayton Cook, Deputy County Counsel II from Grade 447, Step 3 at \$50.79 per hour to Grade 447, Step 4 at \$53.34 per hour, effective June 25, 2016, and,

Chris M. Gray-Garcia, Public Information Officer from Grade 441, Step 2 at \$45.57 per hour to Grade 441, Step 3 at \$47.86 per hour, effective July 9, 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.

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.

