



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

TO: Board of Supervisors

DATE: September 27, 2016

FROM: David Boesch, CEO

A handwritten signature in black ink, appearing to read "DB", written over the name "David Boesch, CEO".

SUBJECT: Unclassified Employee Step Increases

---

**ACTION REQUESTED**

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

James O. Lambeth, Chief Deputy Assessor from Grade 476, Step 3 at \$67.78 per hour, to Grade 476 Step 4 at \$71.19 per hour, effective July 23, 2016, and;

Jennifer A. Merchant, Deputy CEO from Grade 474, Step 3 at \$66.47 per hour, to Grade 474 Step 4 at \$69.79 per hour, effective August 20, 2016; and

Teri L. Ivaldi, Chief of Staff from Grade 454, Step 4 at \$57.18 per hour, to Grade 454 Step 5 at \$60.05 per hour, effective August 6, 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 Commission. 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.

