



MEMORANDUM
COUNTY EXECUTIVE OFFICE
ADMINISTRATION
County of Placer

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

DATE: November 14, 2017

ACTION REQUESTED

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

Monique Bonin, Payroll Manager of Auditor-Controller from Grade 452, Step 2 at \$51.37 per hour to Grade 452, Step 3 at \$53.93 per hour, effective October 28, 2017; and,

Kee Ana Smith, Deputy County Counsel I from Grade 437, Step 1 at \$42.13 per hour to Grade 437, Step 2 at \$44.25 per hour, effective September 30, 2017.

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.

