



MEMORANDUM
COUNTY EXECUTIVE OFFICE
ADMINISTRATION
County of Placer

TO: Board of Supervisors

FROM: Todd Leopold, County Executive Officer

SUBJECT: Unclassified Employee Step Increases

DATE: July 28, 2020

ACTIONS REQUESTED:

The County Executive Officer recommends the approval of step increases for:

- Regina Estrada, Treasurer-Tax Manager—Treasurer-Tax Collector, from Grade 453, Step 1 at \$55.07 per hour to Grade 453, Step 2 at \$57.79 per hour, effective March 28, 2020
- Frank J. Kotey, Assistant Risk Manager—CEO’s Office, from Grade MNGT 454, Step 2 at \$58.38 per hour to Grade MNGT 454, Stepp 3 at \$61.31 per hour, effective June 20, 2020.
- Corrie Larson, Deputy Agricultural Commission/Seal of Weights & Measures—Agriculture, from Grade 427, Step 1 at \$42.51 per hour to Grade 427, Step 2 at \$44.65 per hour, effective June 20, 2020.
- Joseph Morgan, Risk Management Administrator—Human Resources, from Grade MNGT 435, Step 4 at \$53.26 per hour to Grade MNGT 435, Step 5 at \$55.96 per hour, effective May 23, 2020
- Alexia Retallack, Treasurer-Tax Manager—Treasurer-Tax Collector, from Grade 453, Step 3 at \$60.70 per hour to Grade 453. Step 4 at \$63/74 per hour, effective March 31, 2018 AND Grade 453, Step 4 at \$63.74 per hour to Grade 453, Step 5 at 66.92 per hour, effective March 30, 2019
- Amanda Sharp, Deputy Director of Health & Human Services—Health & Human Services, from Grade 468, Step 4 at \$73.99 per hour to Grade 468, Step 5 at \$77.69 per hour, effective June 20, 2020

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.

