



MEMORANDUM
COUNTY EXECUTIVE OFFICE
ADMINISTRATION
County of Placer

TO: Board of Supervisors

FROM: Todd Leopold, County Executive Officer

SUBJECT: Unclassified Employee Step Increases

DATE: October 6, 2020

ACTIONS REQUESTED:

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

- Katy Sampson, Director of Human Resources—Human Resources, from Grade ADHD-667, Step 3 at \$86.78 per hour to Grade ADHD-667, Step 4 at \$91.15 per hour, effective February 1, 2020.
- Michelle Beauchamp, Assistant Director of Human Resources—Human Resources, from Grade MNGT-479, Step 2 at \$74.89 per hour to Grade MNGT-479, Step 3 at \$78.61 per hour, effective February 29, 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.

