



MEMORANDUM
OFFICE OF THE
COUNTY EXECUTIVE OFFICER
COUNTY OF PLACER

To: Honorable Board of Supervisors
From: David Boesch, County Executive Officer
Date: June 2, 2015
Subject: Unclassified Employee Step Increases

ACTION REQUESTED

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

Holly Heinzen, Chief Assistant CEO from Grade 525, Step 4 @ \$113.63 per hour to Grade 525, Step 5 at \$119.30 per hour, effective June 13, 2015, and;

Nicole Howard, Assistant Auditor-Controller from Grade 476, Step 4 at \$69.79 per hour to Grade 476, Step 5 at \$73.29 per hour, effective May 30, 2015, and;

Jennifer Smith, Deputy County Counsel II from Grade 447, Step 3 at \$49.79 per hour to Grade 447, Step 4 at \$52.29 per hour, effective May 2, 2015.

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 employee recommending approval of a step increase. This office concurs with the recommendation.

FISCAL IMPACT

None.

