



OTHER THAN "A" STEP REQUEST

The Board of Supervisors, on November 13, 1990, asked to receive consistent information from Department Heads who request to hire a new employee at other than "A" step of the classification range. Board policy cites that "A" step is the normal and desired starting point in a classification unless compelling* reasons exist to start an individual at a higher step.

*Please note that the Board has previously provided direction that a pay disparity between Tehama and other counties is not, in and of itself, a sufficient compelling reason to start an employee at higher than "A" step.

FROM: Dave Kain, Sheriff-Coroner
TO: Board of Supervisors/Personnel Office
RE: Request to hire an applicant in the following classification:
Deputy Sheriff at other than "A" step.

Please answer the following questions so that the Board may more objectively assess the request. Send the completed form along with the Agenda Request Form to the Personnel office, allowing sufficient time for review and approval/disapproval prior to the anticipated hiring date. Requests for "C" step or above will be referred to the Board of Supervisors on the regular agenda for their consideration. Requests for "B" step will be placed on the consent agenda for approval.

1. \$ 32.61 hr Step 1 Range 40 Request: \$ 39.64 hr Step 5 Range 40
2. Total applications received during recruitment for this position: 2
Total number of "qualified" applicants: 2
3. Justification for requesting higher step than A:

The selected candidate for this position is currently a full time Police Officer with a local allied agency. The candidate has the following experience and training to justify this request. He has been sworn peace officer since December 2015. The applicant has vast experience working in all facets of patrol related fields. The applicant has specialized training as a SWAT team member and holds the rank of Corporal, supervising up to 5 employees. Additionally, the applicant is a Field Training Officer, Less Lethal Instructor, and holds a associate degree in Administration of Justice. The candidate has his POST Basic certification and POST supervisory certification. The candidate has received several awards during his career to include "Good conduct", "Meritorious Service", and certificate of Commendation. The candidate's training and career experience far exceeds the minimum qualifications of the classification and justifies placement at Range 40, Step E within the Deputy Sheriff's Association (DSA). The hiring of this employee is a benefit to the Tehama County Sheriff's Office and the community we serve.

4. How has the Department budgeted for this additional cost?

The department has budgeted for this position as part of the position allocation list and will not place the department over the approved budget.



Department Head Signature