



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: Jennifer Crane, Accountant I
TO: Board of Supervisors/Personnel Office

RE: Request to hire an applicant in the following classification:
Lieutenant 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. \$ 47.94 Step 1 Range 54 Request: \$ 58.27 Step 5 Range 54
2. Total applications received during recruitment for this position: 7
Total number of "qualified" applicants: 5

3. Justification for requesting higher step than A:

The selected candidate possesses 34 years of comprehensive law enforcement experience acquired through service with the Tehama County Sheriff's Office, the District Attorney's Office, and various allied agencies. This extensive background provides the candidate with a deep understanding of the local community, its public safety priorities, and the expectations placed on law enforcement leadership.

The candidate has demonstrated significant expertise in leadership roles encompassing investigations, narcotics enforcement, gang suppression, and personnel management. Their professional history includes key positions such as Chief Investigator for the District Attorney's Office, Patrol Sergeant with the Corning Police Department, Detective with the Tehama County Sheriff's Office, and Task Force Agent on both local and federal assignments.

In addition, the candidate holds current certifications in CPR/AED and maintains advanced professional credentials through POST, including POST Management, POST Supervisory, POST Advanced, POST Intermediate, and POST Basic certifications. These credentials reflect a sustained commitment to professional development and adherence to California law enforcement standards and best practices.

Throughout these roles, the candidate has developed substantial experience overseeing personnel, managing budgets, and directing complex, high-profile investigations. This breadth of experience has strengthened

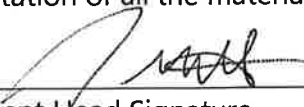
their ability to lead effectively with sound judgment, accountability, and a high level of professional integrity, making them well-qualified to meet the demands of the position.

The candidate's experience and commitment to leadership, training, and mentorship justifies the increase to Step 5. 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 approved budget.

I hereby certify that to the best of my knowledge, the information provided above is a true and accurate representation of all the material facts which should be considered with this request.



Department Head Signature