

*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.*

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FROM: Health Services Agency/Public Health

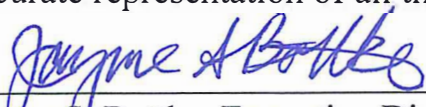
TO: Board of Supervisors/Personnel

RE: Request to hire in the following classification – Epidemiologist – At Other Than A Step

*Please answer the following questions so that the Board may more objectively assess the request. Send the completed form to Personnel (allowing sufficient time prior to the anticipated hiring date). Requests for "C" step or above will be referred to the Board's Personnel Committee for recommendation to the full Board.*

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| 1) Range 44 (Joint Council)<br><u>\$38.00/hr</u> "A" Step | Range 44 (Joint Council)<br>Request <u>\$39.90/hr</u> "B" Step |
|---|--|
- 2) Total applications received during the recruitment for this position? 9  
Total number of "qualified" applicants? 8
- 3) Would this individual accept the position at A Step? No
- 4) Justification for requesting higher than Step A.
- a. This candidate has a Master's degree in Public Health with an emphasis on Epidemiology.
- b. In addition to the education the candidate has direct experience in clinical and community health research and analysis. This includes working knowledge and skill in utilizing different statistical software programs for health outcomes.
- c. Finding qualified and experienced epidemiology candidates who are willing to work in a rural county like ours is very difficult. This is our 2<sup>nd</sup> recruitment for this position.
- 5) How has the Department budgeted for this additional cost?
- Funds are budgeted in the Fiscal Year 2025-2026 in our realignment and Disease Intervention Specialist grant funding.

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

  
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Jayme S. Bottke, Executive Director