



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. \$ 33.43 hr Step 1 Range 40 Request: \$ 40.63 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 candidate selected for this position has successfully worked for a southern California county Sheriff's Office for over 5 years and is considered a lateral. The Candidates assigned duties included enforcing state laws & local ordinances, Traffic Enforcement, Investigate Criminal acts, arrest offenders, patrol assigned areas, prepare reports, process evidence, testify in court, transport Inmates, and work on Special Enforcement Details. This candidate has specialized training in the areas of Use of Force, Officer Safety force options, firearms / tactical rifle, Mounted patrol certification both basic and advanced, Tactical response, and Baton. This candidate speaks fluent English / Spanish. The candidate's training and experience exceeds the minimum qualifications of the classification and justifies placement at Range 40, step 5 within the Deputy Sheriff Association (DSA).

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

