

*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/Fiscal Data Division

TO: Board of Supervisors/Personnel

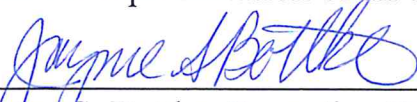
RE: Request to hire in the following classification –

INSTITUTIONAL LICENSED CRISIS HEALTH WORKER II

*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.*

- |    | Range 39  | Range 39                           |
|----|---|------------------------------------|
| 1) | <u>\$33.59/hr</u> "A" Step  | Request <u>\$35.27/hr</u> "B" Step |
| 2) | Total applications received during the recruitment for this position? 1<br>Total number of "qualified" applicants? 1  |                                    |
| 3) | Would this individual accept the position at A Step? <u>No</u>  |                                    |
| 4) | Justification for requesting higher than Step A.<br><br>a. Candidate has over 14 years of experience as a Licensed Vocational Nurse conducting assessments, administering medication, monitoring patient health status, assisting with wound care, and maintaining detailed medical records.<br><br>b. Candidate has prior experience working in medical and mental health care in jails, and an additional 5 months of experience working in Tehama County as temporary staff. Candidate also has an additional year of experience working in a residential facility providing behavioral health services.<br><br>c. The Department has had multiple ongoing recruitments for multiple vacancies in this position for the last four years. |                                    |
| 5) | How has the Department budgeted for this additional cost?<br><u>Funds are budgeted in the Fiscal Year 2025-2026 proposed budget for this position, as well as salary savings.</u>   |                                    |

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