



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: Tehama County Public Works
TO: Board of Supervisors/Personnel Office
RE: Request approval of the Personnel Action Form appointing the applicant in the following classification:
Senior Civil Engineer- EH 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. \$ 48.65 Step A Request: \$ 59.13 Step E

2. Total applications received during recruitment for this position: 1
Total number of "qualified" applicants: 1


3. Justification for requesting higher step than A:

This candidate has extensive County Public Works experience, including twenty-eight years as a Director, two years as a Deputy Director of Engineering, and an overall 28 more years holding positions in an engineering department including Civil Engineer, Assistant Engineer II, Associate Engineer, and Supervising Engineer. His expertise in a county government setting, as a road commissioner, time spent supervising, experience with Cal-Trans projects, policies regarding resolutions, right-of-way, building project administration and so much more makes him the ideal candidate for this Extra Help position. This candidate has agreed to employment at the negotiated rate within the Tehama County pay scale. The candidate's training and experience dwarfs that of an entry level employee. Public Works needs this candidate in our Engineering Department and cannot pass on the opportunity to appoint a highly qualified candidate such as this.

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

The estimated annual cost of salary for this EH 960-hour position at Step E is \$56,764.80, \$10,060.80 greater than Step A. The Department has sufficient funding budgeted for appointment at Step E for this extra help position in the fiscal year 2025/26.

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