



COUNTY OF HUMBOLDT

For the meeting of: 3/21/2023

File #: 23-377

To: Board of Supervisors

From: Probation

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Approval for Advanced Step for Adriana Salazar

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve Humboldt County Probation Department to begin Adriana Salazar at Probation Officer I (class 0473, range 400, step D) effective April 2, 2023

SOURCE OF FUNDING:

General Fund 100-235

DISCUSSION:

Adriana Salazar was hired as a Correctional Deputy I with the Humboldt County Sheriff's Office April 18, 2021. Since then, she has promoted to Correctional Deputy II and is currently on step A. She has recently accepted a position as Probation Officer I effective April 2, 2023 with Humboldt County Probation Department. This personnel action is a voluntary demotion and according to Humboldt County Human Resources calculations for voluntary demotions would place her at a step B however due to her almost 2 years of correctional officer experience, Humboldt County Probation is seeking Board approval to start her at a step D.

FINANCIAL IMPACT:

The difference in pay between Probation Officer I, step B and step D is \$2.58/per hour with an estimated cost of \$1,444.80 for the remainder of Fiscal Year 2022-23. Due to salary savings from vacancies, this cost can be absorbed into the existing budget in 1100-235-1100.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by investing in county employees .

OTHER AGENCY INVOLVEMENT:

File #: 23-377

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may opt not to approve this advanced step however this is not recommended as Ms. Salazar's prior experience makes her a valuable hire for the Probation Department.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A