



# COUNTY OF HUMBOLDT

For the meeting of: 3/21/2023

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File #: 23-377

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**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:**

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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