



Board of Supervisors

Dwight Ceresola, 1st District
Kevin Goss, Chair, 2nd District
Thomas McGowan, 3rd District
Mimi Hall, Vice-Chair, 4th District
Jeff Engel, 5th District
Allen Hiskey, Clerk of the Board

**AGENDA FOR REGULAR MEETING
JUNE 10, 2025, TO BE HELD AT 10:00 AM
520 MAIN STREET, ROOM 308, QUINCY, CALIFORNIA**

www.countyofplumas.com

AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

Live Stream of Meeting

Members of the public who wish to watch the meeting, are encouraged to view it LIVE ONLINE

ZOOM Participation

Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Board is to attend in person or submit written comments as outlined below. Except for a noticed, teleconference meeting, the Board of Supervisors reserves the right to conduct the meeting without remote access if we are experiencing technical difficulties.

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: <https://zoom.us/j/94875867850?pwd=SGISeGpLVG9wQWtRSnNUM25mczlVZz09> or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

Public Comment Opportunity/Written Comment

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address Public@countyofplumas.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements, or reports on their activities by County Department Heads

ACTION AGENDA

A. AUDITOR-CONTROLLER

- 1) Presentation of the Budget Calendar to the Board of Supervisors

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

A. HUMAN RESOURCES

- 1) Approve and authorize Human Resources Department to recruit and fill, funded and allocated, vacant 1.0 FTE Human Resources Payroll Specialist I/II; due to resignation; (General Fund Impact) as approved in FY 24/25 adopted budget.

B. AGRICULTURAL WEIGHTS & MEASURES

- 1) Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture/Weights and Measures and Cal Trans for roadside weed abatement; effective July 1, 2025; not to exceed \$60,000.81; (No General Fund Impact) payment from Cal Trans for services rendered by Plumas County Department of Agriculture/Weights and Measures; approved as to form by County Counsel.

- 2) Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0312-000SA between Sierra County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Sierra County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.
- 3) Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0300-000SA between Plumas County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Plumas County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.

C. SHERIFF'S OFFICE

- 1) Special Use Permit for the Gopher Hill Shooting Range from the United States Forest Service, Department of Agriculture; approved as to form by County Counsel.

D. PUBLIC WORKS/ROAD

- 1) Approve and authorize Chair to sign and execute Amendment No. 1 to the Agreement between Plumas County Public Works and the Professional Services Agreement with Bender Rosenthal Inc (total \$18,203.04) for property appraisal, right-of-way management and title / escrow services required for the East Quincy Meadow Lane Project. No general fund impact. Road Funds. Approved as to form by County Counsel.

E. PUBLIC HEALTH AGENCY

- 1) Approve and authorize Public Health Agency to recruit and fill, funded and allocated, vacant (1) extra-help assistant cook position for the Senior Nutrition program at the Portola site; (No General Fund Impact) (Senior Services).
- 2) Approve and authorize Public Health Agency to recruit and fill, funded and allocated, vacant (1) extra-help driver position for the Senior Services program; (No General Fund Impact) (Senior Services).
- 3) Approve and authorize Chair to sign an agreement between Plumas County Public Health Agency and Mark Satterfield, MD to perform the duties of a County Health Officer/Medical Director for the Public Health Agency; effective July 1, 2025; not to exceed \$90,000.00; (No General Fund Impact) (various funding including HIV, IZ, Health Fees); approved as to form by County Counsel.

F. BEHAVIORAL HEALTH

- 1) Approve and authorize Behavioral Health Department to recruit and fill, funded and allocated, vacant one (1) FT BH Continuing Care Coordinator; vacancy due to retirement; (No General Fund Impact) State and Federal Funds.

G. PROBATION

- 1) Approve and authorize Chair to sign amendment no. 1 to the agreement between Plumas County Probation and Sapience Practice, a Limited Liability Company; Amount not to exceed Ten-Thousand and 00/100 Dollars; No General Fund Impact, service agreement is paid for in full by JJCJA, a State-funded Juvenile Probation Grant (2040252-521900); approved as to form by County Counsel.

2. DEPARTMENTAL MATTERS

A. PLANNING - Tracey Ferguson

1) **CONTINUED PUBLIC HEARING: 11:00A.M.**

1. Receive public comment from the continued public hearing of June 3, 2025; and
2. Adopt **RESOLUTION** to Designate Local Responsibility Area Moderate, High, and Very High Fire Hazard Severity Zones Consistent with State Law with an Associated Official Hazard Map; and
3. Find the approval by **ORDINANCE** not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sec. 15060(c)(3) as the activity is not a "Project" as defined in Public Resources Code Sec. 21065 and CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Sec. 15378 because the Ordinance has no potential for resulting in a direct or indirect physical change in the environment; and
4. Adopt an **ORDINANCE** of the County of Plumas, State of California, first introduced on June 3, 2025, adding a Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones to Plumas County Code Title 9 Planning and Zoning; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

B. SOLID WASTE - Rob Thorman

- 1) **PUBLIC HEARING** Adopt a **RESOLUTION** ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 1 (OPERATED BY FEATHER RIVER DISPOSAL); (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**
- 2) **PUBLIC HEARING** Adopt a **RESOLUTION** ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 2 (OPERATED BY INTERMOUNTAIN DISPOSAL); (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**.

C. HUMAN RESOURCES - Joshua Mizrahi

- 1) Adopt **RESOLUTION** adopting Plumas County's Pay Schedule; (General Fund Impact) as approved in FY 24/25 recommended budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

D. PUBLIC HEALTH AGENCY - Nicole Reinert

- 1) Approve and authorize supplemental budget increase for the Public Health Agency budget unit 20480 in the amount of \$6,335.00 from the recent auction of surplus county property approved by Auditor/Controller. **Four/Fifths roll call vote**
- 2) Approve and authorize supplemental budget increase for the Public Health budget unit 20830 in the amount of \$48,162 because of receiving carryover funds unspent in FY23/24; approved by Auditor/Controller. **Four/Fifths roll call vote**

E. BEHAVIORAL HEALTH - Sharon Sousa

- 1) Approve and authorize supplemental budget transfer(s) of (\$550,000.00) from Mental Health #70570 (10100 cash-Balance) to (Professional Services #521900) to cover the over-budget costs; approved by Auditor/Controller. **Four/Fifths roll call vote**
- 2) Approve and authorize supplemental budget transfer(s) of (\$263,072.91) from Mental Health Services Act #70571 (10100 cash-Balance) to (Special Grant Exp# 524173) to cover the unanticipated costs (MHSA Innovation Fund Reversion); approved by Auditor/Controller. **Four/Fifths roll call vote**

F. GRANTS MANAGER - Zachary Gately

- 1) Approve and authorize supplemental budget transfer(s) of \$196,867.55 from Fund Balance of Fund 0021 (ARPA) to Transfer out 2000358-58000 to cover the over-budget costs due to added ARPA activities in FY25; approved by Auditor/Controller. **Four/Fifths roll call vote**

3. BOARD OF SUPERVISORS

- A. Closing of Rite Aid; informational discussion item only.

B. APPOINTMENTS

- 1) Appoint Matthew West to the Feather River Conservation Board representing District 2, as recommended; discussion and possible action.

C. CORRESPONDENCE, WEEKLY REPORTS BY BOARD MEMBERS OF MEETINGS ATTENDED, KEY TOPICS, PROJECT UPDATES, STANDING COMMITTEES AND APPOINTED BOARDS AND ASSOCIATIONS

4. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Personnel: Public Employee Performance Evaluation - Fair Manager (Board Only)
- B. Personnel: Public Employee Performance Evaluation: Museum Director (Board Only)
- C. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) and (e)(1) of Government Code Section 54956.9

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

5. ADJOURNMENT

Adjourned meeting in memory of Mike Klimek to Tuesday, June 17, 2025, Board of Supervisors Room 308, Courthouse, Quincy, California



**PLUMAS COUNTY
AUDITOR-CONTROLLER
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: Martee Nieman, Auditor-Controller
MEETING DATE: June 10, 2025
SUBJECT: Presentation of the Budget Calendar to the Board of Supervisors

Recommendation:

Presentation of the Budget Calendar to the Board of Supervisors

Background and Discussion:

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Action:

Presentation of the Budget Calendar to the Board of Supervisors

Fiscal Impact:

No General Fund Impact.

Attachments:

1. County of Plumas Budget Calendar FY 25/26

County of Plumas
Budget Calendar
FY 2025-2026

Due Date	Budget Task	Assigned to
May 19, 2025 (11 am)	Zoom Meeting	Budget Team & Budget Officers and staff (presentations by Auditor (Martee and Craig) and IT (Mel)
May 20, 2025	OpenGov will be open to departments for submission of their FY 2025-2026 requested budgets - due by 6/10/2025	Departments & IT(Mel)
May 30, 2025 COB	Departments to notify Auditor of capital outlay needs for first four months of FY 2025-2026	Departments & Auditor - Martee
June 6, 2026 COB	Budget Calendar to Clerk of Board for inclusion in BOS meeting packet for BOS Meeting on June 10th	Auditor - Martee and Craig
June 10, 2025 (10 am)	Board of Supervisors will approve the budget calendar for FY 2025-2026 budget process	Board of Supervisors
June 10, 2025 MIDNIGHT	OpenGov will be closed to departments as all FY 2025-2026 Department requested budgets are due.	Departments & IT(Mel)
June 16, 2025 COB	Submit Preliminary Budget to Clerk of Board for inclusion in BOS meeting packet for BOS Meeting on Auditor - Martee and Craig & IT - Mel June 24th.	Auditor - Martee and Craig & IT - Mel
June 24, 2025	Special Meeting of the BOS to establish the preliminary budget for use in FY 2025-2026, via resolution, until final adoption of the FY 2025-2026 budget	Board of Supervisors, Auditor-Martee, and IT-Mel(if needed)
July 7-11, 2025	Budget meetings with Departments and Budget Team	Budget Team & Budget Officers and staff
July 25, 2025 COB	FY 2025-2026 Recommended budget must be in balance by this date	Budget Team
August 8, 2025 COB	Department Budget Narratives are due	Departments
September 3, 2025 COB	Finalize the FY 2025-2026 Recommended Budget for budget hearings	Auditor - Martee and Craig & IT - Mel
September 5, 2025 (9 am)	Notice of FY 2025-2026 budget hearings and recommended budget book placed online and posted in required locations - Recommended Budget for FY 2025-2026	Clerk of the Board or Auditor & IT - Mel
September 15-29, 2025	Budget Hearings for the FY 2025-2026 Recommended Budget (not fewer than 10 days after notice placed online and posted in required locations	Board of Supervisors, Budget Team, Departments, Citizens and Interested Parties
September 30, 2025 (10 aam)	Special Meeting of the BOS to adopt the County Budget for FY 2025-2026 via resolution	Board of Supervisors
December 1, 2025 COB	Auditor shall file a copy of FY 2025-2026 Adopted Budget with the California State Controller's Office	Auditor - Martee



**PLUMAS COUNTY
HUMAN RESOURCES DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Joshua Mizrahi, Interim Director of Human Resources

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Human Resources Department to recruit and fill, funded and allocated, vacant 1.0 FTE Human Resources Payroll Specialist I/II; due to resignation; (General Fund Impact) as approved in FY 24/25 adopted budget.

Recommendation:

Approve and authorize Human Resources Department to recruit and fill, funded and allocated, vacant 1.0 FTE Human Resources Payroll Specialist I/II; due to resignation; (General Fund Impact) as approved in FY 24/25 recommended budget.

Background and Discussion:

Approve and authorize Human Resources Department to recruit and fill, funded and allocated, vacant 1.0 FTE Human Resources Payroll Specialist I/II; due to resignation; (General Fund Impact) as approved in FY 24/25 adopted budget.

Action:

Approve and authorize Human Resources Department to recruit and fill, funded and allocated, vacant 1.0 FTE Human Resources Payroll Specialist I/II; due to resignation; (General Fund Impact) as approved in FY 24/25 adopted budget.

Fiscal Impact:

General Fund Impact, as approved in the FY 24/25 adopted budget.

Attachments:

1. CRITICAL STAFFING QUESTIONNAIRE
2. Human Resources Payroll Specialist I NS 2 2017 (1)
3. Human Resources Payroll Specialist II NS 2 2017
4. Human Resources Org Chart 05-2025

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- Is there a legitimate business, statutory or financial justification to fill the position?

Yes, funded and allocated vacant position needs to be filled.

- Why is it critical that this position be filled at this time?

To continue forward progress on the Munis conversion and to assist in regular payroll processing.

- How long has the position been vacant?

Since May 23, 2025.

- Can the department use other wages until the next budget cycle?

No, this is an allocated position and cannot be filled using other wages.

- What are staffing levels at other counties for similar departments and/or positions?

N/A

- What core function will be impacted without filling the position prior to July 1?

The delay of the Munis Payroll conversion and payroll if there is a leave of absence.

- What negative fiscal impact will the County suffer if the position is not filled prior to July 1?

N/A

- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

N/A

- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?

No.

- Does the budget reduction plan anticipate the elimination of any of the requested positions?

N/A

- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

General Fund Impact.

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

N/A

HUMAN RESOURCES PAYROLL SPECIALIST I**DEFINITION**

Under general supervision, to perform responsible work in planning and implementing the County payroll function including personnel operations and activities, coordinating with all county departments, insurance plans, retirement program management; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is the entry and first working level in the Human Resources Payroll Specialist series which performs complex and technical personnel assignments.

REPORTS TO

Human Resources Director

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

HUMAN RESOURCES PAYROLL SPECIALIST I - 2

EXAMPLES OF DUTIES

- Assists County staff and the public by answering inquiries concerning personnel transactions, policies, and records, as well as availability and types of employment
- Provides new hire orientation and required paperwork for enrollment into related bargaining unit, health insurance plans, and explains policies and procedures as it relates to payroll
- Maintains payroll information by designing systems; directing the collection, calculation, and entering of employee personnel payroll data.
- Updates payroll records by reviewing and approving changes in exemptions, insurance coverage, savings deductions, and job titles, and department/ division transfers. Update payroll database according to specific MOU stipulations.
- Reviews payroll pre calculations of the payroll accounts by resolving payroll discrepancies making appropriate updates.
- Provides payroll and personnel information by answering questions and requests.
- Maintains payroll guidelines by writing and updating policies and procedures for County compliance issues.
- Complies with federal, state, and local legal requirements by studying existing and new legislation; enforcing adherence to requirements; advising management on needed actions.
- Maintains employee confidence and protects payroll operations by keeping information confidential, up to date and accurate record keeping.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies. Stays current with labor laws as related to employee payroll.
- Communicates with other County staff regarding potential problems with payroll data.
- Reviews employees personnel action forms for accuracy and make corrections as needed.
- Calculates employees merits and longevity increases by hours worked and dates of employment according to County policies.
- Reviews payroll data base, enters related information into the payroll system according to pay schedules
- Update annual calendar for payroll schedule reflecting payroll periods, paid holidays, and data base due dates.
- Update calendar year employee benefits for copays for health, dental, vision and life insurance by bargaining unit, department heads, elected officials, and unrepresented. Make adjustments in personnel payroll data base and track for accurate payments.
- Calculate, track, and deduct garnishments from employee's disposable income each pay period. Inform employees of garnishment deductions for child support, taxes, vehicle registrations, etc.
- Assist retiring employees with proper paperwork, update them in the data base system with appropriate information and provide updated information to the Auditor's Department. May calculate accrued sick leave for conversion to health benefit payments and enter information into the CalPERS system.

HUMAN RESOURCES PAYROLL SPECIALIST I - 3

EXAMPLES OF DUTIES – continued:

- Balance AFLAC and Colonial employees supplemental insurance claims and remit bill to vendor.
- Prepare and process donation of leave requests and track donated hours according to personnel policies.
- Update state and federal tax tables in the payroll automated system each year as required by law and deadline to assure accurate payroll taxes.
- Update classifications pay scales, codes, and needed information to maintain accurate data base for personnel payroll system.
- Assist with the coordination of the annual personnel budgeting preparation and department reports required for the annual County's budget approval process
- Coordinate request for unemployment insurance claims, State Disability Insurance, warrants, and other required payroll coordination
- Manage disability claims coordination for employee payroll and leave banks
- Assist employees with health insurance enrollment applications and process to appropriate agency for enrollments, enroll in payroll system for payment deductions according to plan.
- Ensure Auditor's Payroll Specialist receives copies of personnel records for payroll processing of paychecks according to deadlines.
- Troubleshoot and update data entry to ensure employees' payroll information is current and information maintained in their personnel file as appropriate documentation.
- Organize and sets up deduction codes for all payroll accounts.
- Works with County employees and management, providing a variety of information and answering questions regarding payroll items, including pay rates,
- Coordinate employee leaves as it relates to employment benefits, Worker's Compensation, disability, unemployment insurance programs, compensatory time off, and leave banks and keep accurate records.
- Maintains security and confidentiality of employment and personnel records of all current and former County employees.
- Coordinate the Affordable Care Act regulations as it relates to health insurance benefits and the affordability.
- Ensure COBRA insurance is offered to applicable employees and their dependents coordinate offer with PERS system requirements.
- Track, update, and maintain the current list of position allocations for the County departments, including allocated positions and filled positions.
- Contributes to Human Resources team by accomplishing related results as needed.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office

equipment including computers, telephones, calculators, copiers, and FAX.
HUMAN RESOURCES PAYROLL SPECIALIST I - 4

TYPICAL WORKING CONDITIONS

Work is performed in an office environment; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- General knowledge of County personnel policies and functions.
- Policies, procedures, requirements, and method used in a payroll system.
- Principles and methods of financial and statistical recordkeeping.
- Uses of computers in payroll processing
- Laws, rules, and regulations governing financial and payroll procedures and recordkeeping.
- Office methods, procedures, and equipment.
- Correct English usage, spelling, grammar, and punctuation.
- Laws, rules and regulations affecting the County's personnel programs.
- County hiring procedures, including procedures used by the California Interagency Merit System.
- General organization and functions of County government.
- Personnel administration principles, practices, methods, and techniques
- Establishment and maintenance of filing and information retrieval systems.
- Personal computers and software applications related to administrative support work.

Ability to:

- Performs a wide variety of difficult and complex financial and statistical work required for County Payroll.
- Interpret and apply rules, laws, and policies governing payroll administration.
- Reconcile discrepancies in payroll and financial records
- Make arithmetical calculations quickly and accurately.
- Operate a variety of computing and office equipment.
- Perform difficult and complex personnel work involving use of considerable amount of independent judgment.
- Interpret, and apply a variety of rules, laws, and policies.
- Identify and handle confidential information.
- Use a personal computer and appropriate software for wordprocessing, recordkeeping, and administrative functions.
- Deal tactfully and courteously with County staff, representatives of outside agencies, and the general public.
- Establish and maintain professional working relationships at all times.

HUMAN RESOURCES PAYROLL SPECIALIST I - 5

Training and Experience:

Qualifications needed for this position:

Two (2) years of responsible experience performing a variety of administrative, fiscal, and analytical work in a local government personnel or administrative office, including one (1) year of payroll processing.

OR

Graduation from accredited College or University with an Associate's degree in Accounting, with one (1) year of payroll processing or clerical accounting experience which required close attention to detail.

Special Requirements: Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

HUMAN RESOURCES PAYROLL SPECIALIST II**DEFINITION**

The Human Resources Payroll Specialist II position works with limited direction from the Human Resources Director. Position performs the most difficult and responsible fiscal work involved in processing the County-wide payroll employee data base system for the purpose of payroll. This position works closely with the Auditor's Payroll Specialist II in ensuring payroll coordination between these two departments is maintained in a professional manner.

The Human Resources Payroll Specialist II performs difficult and complex work involved in human resource operations and activities; to assist with the development, implementation and maintenance of the County personnel program and insurance plans; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is the Journey Level position in the Human Resource Payroll Specialist series which performs complex and technical human resource assignments with only general supervision.

REPORTS TO

Human Resources Director

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

HUMAN RESOURCES PAYROLL SPECIALIST II - 2

EXAMPLES OF DUTIES

- Assists County staff and the public by answering inquiries concerning personnel transactions, policies, and records, as well as availability and types of employment
- Provides new hire orientation and required paperwork for enrollment into related bargaining unit, health insurance plans, and explains policies and procedures as it relates to payroll
- Maintains payroll information by designing systems; directing the collection, calculation, and entering of employee personnel payroll data.
- Updates payroll records by reviewing and approving changes in exemptions, insurance coverage, savings deductions, and job titles, and department/ division transfers. Update payroll database according to specific MOU stipulations.
- Reviews payroll pre calculations of the payroll accounts by resolving payroll discrepancies making appropriate updates.
- Provides payroll and personnel information by answering questions and requests.
- Maintains payroll guidelines by writing and updating policies and procedures for County compliance issues.
- Complies with federal, state, and local legal requirements by studying existing and new legislation; enforcing adherence to requirements; advising management on needed actions.
- Maintains employee confidence and protects payroll operations by keeping information confidential, up to date and accurate record keeping.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies. Stays current with labor laws as related to employee payroll.
- Communicates with other County staff regarding potential problems with payroll data.
- Reviews employees personnel action forms for accuracy and make corrections as needed.
- Calculates employees merits and longevity increases by hours worked and dates of employment according to County policies.
- Reviews payroll data base, enters related information into the payroll system according to pay schedules
- Update annual calendar for payroll schedule reflecting payroll periods, paid holidays, and data base due dates.
- Update calendar year employee benefits for copays for health, dental, vision and life insurance by bargaining unit, department heads, elected officials, and unrepresented. Make adjustments in personnel payroll data base and track for accurate payments.
- Calculate, track, and deduct garnishments from employee's disposable income each pay period. Inform employees of garnishment deductions for child support, taxes, vehicle registrations, etc.
- Assist retiring employees with proper paperwork, update them in the data base system with appropriate information and provide updated information to the Auditor's Department. May calculate accrued sick leave for conversion to health benefit payments and enter information into the CalPERS system.

HUMAN RESOURCES PAYROLL SPECIALIST II - 3

EXAMPLES OF DUTIES – continued:

- Balance AFLAC and Colonial employees supplemental insurance claims and remit bill to vendor.
- Prepare and process donation of leave requests and track donated hours according to personnel policies.
- Update state and federal tax tables in the payroll automated system each year as required by law and deadline to assure accurate payroll taxes.
- Update classifications pay scales, codes, and needed information to maintain accurate data base for personnel payroll system.
- Assist with the coordination of the annual personnel budgeting preparation and department reports required for the annual County's budget approval process
- Coordinate request for unemployment insurance claims, State Disability Insurance, warrants, and other required payroll coordination
- Manage disability claims coordination for employee payroll and leave banks
- Assist employees with health insurance enrollment applications and process to appropriate agency for enrollments, enroll in payroll system for payment deductions according to plan.
- Ensure Auditor's Payroll Specialist receives copies of personnel records for payroll processing of paychecks according to deadlines.
- Troubleshoot and update data entry to ensure employees' payroll information is current and information maintained in their personnel file as appropriate documentation.
- Organize and sets up deduction codes for all payroll accounts.
- Works with County employees and management, providing a variety of information and answering questions regarding payroll items, including pay rates,
- Coordinate employee leaves as it relates to employment benefits, Worker's Compensation, disability, unemployment insurance programs, compensatory time off, and leave banks and keep accurate records.
- Maintains security and confidentiality of employment and personnel records of all current and former County employees.
- Coordinate the Affordable Care Act regulations as it relates to health insurance benefits and the affordability.
- Ensure COBRA insurance is offered to applicable employees and their dependents coordinate offer with PERS system requirements.
- Track, update, and maintain the current list of position allocations for the County departments, including allocated positions and filled positions.
- Contributes to Human Resources team by accomplishing related results as needed.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office

equipment including computers, telephones, calculators, copiers, and FAX.

HUMAN RESOURCES PAYROLL SPECIALIST II - 4

TYPICAL WORKING CONDITIONS

Work is performed in an office environment; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- General knowledge of County personnel policies and functions.
- Policies, procedures, requirements, and method used in a payroll system.
- Principles and methods of financial and statistical recordkeeping.
- Uses of computers in payroll processing
- Laws, rules, and regulations governing financial and payroll procedures and recordkeeping.
- Office methods, procedures, and equipment.
- Correct English usage, spelling, grammar, and punctuation.
- Laws, rules and regulations affecting the County's personnel policies and procedures.
- County hiring rules, including procedures used by the California Interagency Merit System, state and federal labor laws.
- General organization and functions of County government.
- Personnel administration principles, practices, methods, and techniques
- Establishment and maintenance of filing and information retrieval systems.
- Personal computers, software applications related to administrative support work, such as Excel or other spreadsheet software applications.

Ability to:

- Performs a wide variety of difficult and complex financial and statistical work required for County Payroll.
- Interpret and apply rules, laws, and policies governing payroll administration.
- Reconcile discrepancies in payroll and financial records
- Make arithmetical calculations quickly and accurately.
- Operate a variety of computing and office equipment.
- Perform difficult and complex personnel work involving use of considerable amount of independent judgment.
- Interpret, and apply a variety of rules, laws, and policies.
- Identify and handle confidential information.
- Use a personal computer and appropriate software for word processing, recordkeeping, spreadsheets, and other employee tracking systems.
- Deal tactfully and courteously with County staff, representatives of outside agencies, and the general public.
- Establish and maintain professional working relationships at all times.

HUMAN RESOURCES PAYROLL SPECIALIST II - 5

Training and Experience:

Qualifications needed for this position:

Two (2) years of experience comparable to a Human Resources Payroll Specialist I with Plumas County,

OR

Equivalent completion of courses required for a Bachelor's degree in Accounting with two (2) years of responsible office and administrative experience in a local government payroll office.

Special Requirements: Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

Joshua Mizrahi, Interim

Human Resources Director

Cyndi
Tweedle
Human
Resources
Analyst II

Yevgeniya
Rivera
Payroll
Specialist II

VACANT
HR Payroll
Specialist I

Hannah
Hays
Human
Resources
Technician I



PLUMAS COUNTY
AGRICULTURE/WEIGHTS & MEASURES
DEPARTMENT
MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM: Willo Vieira, Agricultural Commissioner/Sealer

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture/Weights and Measures and Cal Trans for roadside weed abatement; effective July 1, 2025; not to exceed \$60,000.81; (No General Fund Impact) payment from Cal Trans for services rendered by Plumas County Department of Agriculture/Weights and Measures; approved as to form by County Counsel.

Recommendation:

Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture/Weights and Measures and Cal Trans for roadside weed abatement; effective July 1, 2025; not to exceed \$60,000.81; (No General Fund Impact) payment from Cal Trans for services rendered by Plumas County Department of Agriculture/Weights and Measures; approved as to form by County Counsel.

Background and Discussion:

Plumas County has agreed to implement Noxious Weed Control, within the jurisdiction of the County.

Action:

Approve and authorize Chair to sign an agreement between Plumas County Department of Agriculture/Weights and Measures and Cal Trans for roadside weed abatement; effective July 1, 2025; not to exceed \$60,000.81; (No General Fund Impact) payment from Cal Trans for services rendered by Plumas County Department of Agriculture/Weights and Measures; approved as to form by County Counsel.

Fiscal Impact:

No General Fund Impact, payment from Cal Trans for services rendered.

Attachments:

1. 5752 FINAL Caltrans 2025

California Department of Transportation

ADMINISTRATION
DIVISION OF PROCUREMENT AND CONTRACTS
1727 30th STREET, MS 65
SACRAMENTO, CA 95816-7006
PHONE (916) 227-6000
TTY 711
<http://dot.ca.gov/programs/procurement-and-contracts>



May 12, 2025

Contract Number: 02A2391

County of Plumas
Attention: Project Manager, Willo Vieira
208 Fairground Road
Quincy, CA 95971

Dear Contractor:

The above-referenced service Agreement is enclosed for your review and approval. Please refer to the enclosed "Contractor Instructions" for information on how to complete the Agreement and any accompanying forms.

DO NOT BEGIN WORK UNTIL NOTIFIED TO DO SO BY CONTRACT MANAGER.

By law, the State of California cannot pay for work undertaken by any contractor prior to complete approval of the contract.

A copy of the fully approved Agreement will be returned to you. If you do not receive your copy of the approved Agreement prior to the scheduled date for start of work, or if you have any other questions, please call this office or the designated Caltrans Contract Manager.

Thank you for your prompt processing. Please return all documents to my attention.

Sincerely,

Katherine Thompson
Contract Analyst

c: Contract Manager

CONTRACTOR INSTRUCTIONS

The signed Agreement and any attachments must be returned to this office by **May 27, 2025**.

Please provide the following information when returning the signed Agreement.

LOCAL PUBLIC BODY: Return a copy of the Resolution, Order, Motion, Ordinance, or Minutes of Meeting of the local governing body, which by law has authority to enter into, approve and authorize execution of this Agreement/contract.

Return All Documents to: **DEPARTMENT OF TRANSPORTATION**
DIVISION OF PROCUREMENT AND CONTRACTS
ATTN: Katherine.Thompson@dot.ca.gov

Cooperative Agreement

THIS AGREEMENT (Agreement), ENTERED INTO ON **July 1, 2025**, is between the State of California, acting by and through its Department of Transportation, referred to herein as **CALTRANS** and the **County of Plumas**, hereinafter referred to as **LOCAL AGENCY**.

Recitals

1. **CALTRANS** and **LOCAL AGENCY**, pursuant to Streets and Highways Code Section 114(b), are authorized to enter in this Agreement affecting State highways within the jurisdiction of **LOCAL AGENCY**.
2. **LOCAL AGENCY** has agreed to implement **Noxious Weed Control**, hereinafter the Project, subject to the terms and conditions of this Agreement. The Project Description (Scope of Work, Location, Project Components, and Cost Estimate) is attached hereto as **Attachment II**.
3. This Agreement will commence on **July 1, 2025**, or upon approval by **CALTRANS**, whichever is later, and no work shall begin before that time. This Agreement is of no effect unless approved by **CALTRANS**. The **LOCAL AGENCY** shall not receive payment for work performed prior to approval of the Agreement and before receipt of notice to proceed by the Caltrans Contract Manager. This Agreement shall expire on **June 30, 2028**. The parties may amend this Agreement as permitted by law.
4. The governing body of the **LOCAL AGENCY**, under the authority of local ordinances, if applicable, is authorized to provide services or funding as described and specified herein pursuant to the **LOCAL AGENCY** resolution attached hereto as **Attachment I**. **LOCAL AGENCY** agrees to attach a copy of the resolution, order, motion, ordinance, or other similar document from the governing body of the **LOCAL AGENCY** authorizing execution of this Agreement.
5. All services performed by **LOCAL AGENCY** pursuant to this Agreement are intended to be performed in accordance with all applicable Federal, State, and **LOCAL AGENCY** laws, ordinances, regulations, and **CALTRANS** encroachment permits, published manuals, policies, and procedures.
6. Project funding is as follows:

Fund Title	Fund Source	Dollar Amount
SHA	STATE	\$60,000.81

7. This Agreement is exempt from legal review and approval by the Department of General Services (DGS), pursuant to Public Contract Code Section 10295.
8. The term Agreement, as used herein, includes this document and any attachments, exhibits, and amendments.
9. Parties intend this Agreement to be their final expression that supersedes any oral understanding or writings pertaining to the Project. The requirements of this Agreement will preside over any conflicting requirements in any documents that are made an express part of this Agreement.
10. If any provisions in this Agreement are found by a court of competent jurisdiction to be, or are in fact, illegal, inoperative, or unenforceable, those provisions do not render any or all other Agreement provisions invalid, inoperative, or unenforceable, and those provisions will be automatically severed from this Agreement.
11. Except as otherwise provided in the Agreement, parties will execute a written amendment if there are any changes to the terms of this Agreement.

12. All Sections of this Agreement, including the Recitals, are enforceable.

Section I

LOCAL AGENCY Agrees:

To take responsibilities towards satisfactorily completing all Project Work described in **Attachment II**.

Section II

CALTRANS Agrees:

To reimburse **LOCAL AGENCY** subject to the terms of this Agreement.

Section III

It Is Mutually Agreed:

In consideration of the foregoing and the mutual promises of the parties hereto, **LOCAL AGENCY** and **CALTRANS** agree as follows:

1. Notification of Parties

- A. **AGENCY's** Project Manager is Willo Vieira (530) 283-6365.
- B. **CALTRANS'** Contract Manager is Thomas March, Thomas.March@dot.ca.gov (530) 225-2460. "Contract Manager" as used herein includes his/her designee.
- C. All notices herein provided to be given, or which may be given, by either party to the other, shall be deemed to have been fully given when made in writing and received by the parties at their respective addresses:

County of Plumas

Attention: Willo Vieira, Project Manager
Phone Number: (530) 283-6365
Email: willovieira@countyofplumas.com
208 Fairground Road
Quincy, CA 95971

California Department of Transportation

Attention: Thomas March, Contract Manager
Phone Number: (530) 225-2460
Email: Thomas.March@dot.ca.gov
1657 Riverside Drive, MS 17
Redding, CA 96001

2. Changes in Terms/Amendment

This Agreement may only be amended or modified during the period of performance by mutual written agreement of the parties.

3. Termination

This Agreement may be terminated by either party for any reason by giving written notice to the other party at least 30 days in advance of the effective date of such termination. In the event of termination by said notice, funds reimbursed to **LOCAL AGENCY** will include all authorized non-cancelable obligations and prior costs incurred.

4. Cost Limitation

- A. The total amount payable to **LOCAL AGENCY** pursuant to this Agreement by **CALTRANS** shall not exceed **\$60,000.81**.
- B. It is understood and agreed that this Agreement fund limit is an estimate and that **CALTRANS** will only reimburse the cost of services actually rendered as authorized by the **CALTRANS** Contract Manager or its designee at or below the fund limitation amount set forth in the provision above.

5. Budget Contingency Clause

- A. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional or legislative appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made.
- B. This Agreement is valid and enforceable only if sufficient funds are made available to Caltrans by the United States Government or the California State Legislature for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms, or funding of this Agreement in any manner.
- C. It is mutually agreed that if the Congress or the State Legislature does not appropriate sufficient funds for the program, this Agreement shall be amended to reflect any reduction in funds.
- D. Pursuant to Government Code Section 927.13, no late payment penalty shall accrue during any time period for which there is no Budget Act in effect, nor on any payment or refund that is the result of a Federally-mandated program or that is directly dependent upon the receipt of Federal funds by a State agency.
- E. Caltrans has the option to terminate the Agreement under the 30-day termination clause or to amend the Agreement to reflect any reduction of funds.

6. Prompt Payment Clause

- A. Payment will be made in accordance with, and within the time specified in, Government Code, Chapter 4.5, commencing with Section 927 and all agreements must comply with Public Contract Code Sections 10262 and 10262.5.
- B. Pursuant to Public Contract Code Section 10262, Contractor shall pay its Subcontractor(s) within seven (7) calendar days from receipt of each payment made to Contractor by Caltrans.
- C. Failure of Contractor adhering to Public Contract Code Section 10262 may result in termination of this Agreement per Public Contract Code Section 10253 and disciplinary action by the Contractors State License Board may be implemented.
- D. Any subcontract entered into as a result of this Agreement shall contain all the provisions of this clause.

7. Invoicing and Payment

- A. For services satisfactorily rendered and approved by the Caltrans Contract Manager, and upon receipt and approval of the invoices, **CALTRANS** agrees to compensate the **LOCAL AGENCY** in accordance with the Scope of Work, Schedule, and Costs, **Attachment II**. Incomplete or disputed invoices shall be returned to the **LOCAL AGENCY**, unpaid, for correction.

- B. Invoices shall be itemized in accordance with **Attachment II** and shall be signed and submitted in triplicate not more frequently than monthly in arrears of the service.
- C. Each invoice shall be submitted in triplicate to:

California Department of Transportation

District 2/ Maintenance, MS 17
Attention: Thomas March, Contract Manager
Email address: Thomas.March@dot.ca.gov
1657 Riverside Drive
Redding, CA 96001

8. Allowable Costs

- A. The method of payment for this Agreement will be based on actual allowable costs. **CALTRANS** will reimburse **LOCAL AGENCY** for expended actual allowable direct and indirect costs, including, but not limited to, labor costs, in performance of the Project Work, not to exceed the cost reimbursement limitation set forth in "Cost Limitation" provision, above. Actual costs shall not exceed the estimated wage rates, labor costs, travel, and other estimated costs and fees set forth in **Attachment II** without prior written agreement between **CALTRANS** and **LOCAL AGENCY**.
- B. Reimbursement of **LOCAL AGENCY** expenditures will be authorized only for those allowable costs actually paid to **LOCAL AGENCY** in the performance of the Project Work. **LOCAL AGENCY** must not only have incurred the expenditures on or after the Effective Date of this Agreement and before the Termination Date but must have also paid for those costs to claim any reimbursement.
- C. Payments to **LOCAL AGENCY** for Project-related travel and subsistence (per diem) expenses of **LOCAL AGENCY** forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid to rank and file State employees under current California Department of Human Resources (CalHR) rules. If the rates invoiced by **LOCAL AGENCY** are in excess of CalHR rates, **LOCAL AGENCY** is responsible for the cost difference, and any overpayments inadvertently paid by **CALTRANS** shall be reimbursed to **CALTRANS** by **LOCAL AGENCY** on demand.
- D. **CALTRANS** will reimburse **LOCAL AGENCY** for all allowable Project costs no more frequently than monthly in arrears as promptly as **CALTRANS** fiscal procedures permit upon receipt of itemized signed invoices in triplicate. Invoices shall reference this Agreement Number and shall be signed and submitted to **CALTRANS** Contract Manager at the following address:

California Department of Transportation

District 1/ Maintenance, MS 17
Attention: Thomas March, Contract Manager
Email address: Thomas.March@dot.ca.gov
1657 Riverside Drive
Redding, CA 96001

- E. Invoices shall include the following information:
 - 1) Names of the **LOCAL AGENCY** Personnel performing work
 - 2) Dates of Service
 - 3) Locations of Service (**LOCAL AGENCY** address)

- 4) Agreement Number
- 5) Class of labor worked
- 6) Number of Hours worked
- 7) Chemicals used
- 8) Amount of Chemicals used
- 9) Equipment used
- 10) Number of hours equipment used
- 11) Rates
- 12) Work log for each invoice

9. Reports

- A. **LOCAL AGENCY** shall submit written progress reports and expenditure reports with each set of invoices to allow the **CALTRANS** Contract Manager to determine if **LOCAL AGENCY** is performing to expectations, is on schedule, is within funding cost limitations, to communicate interim findings, and to afford occasions for airing difficulties respecting special problems encountered so that remedies can be developed.
- B. Any document or written report prepared as a requirement of this Agreement shall contain, in a separate section preceding the main body of the document, the number and dollar amounts of all contracts and subcontracts relating to the preparation of those documents or reports.
- C. **LOCAL AGENCY** will provide five (5) copies and one (1) electronic version of the final written report to the **CALTRANS** Contract Manager.

10. Audit

- A. Parties have the right to audit each other in accordance with generally accepted governmental audit standards. **CALTRANS**, the California State Auditor, Federal Highway Administration (FHWA) (if the Project utilizes Federal funds), and **LOCAL AGENCY** will have access to all Project-related records of each party, and any consultant party hired by a **LOCAL AGENCY** to participate in Project, for audit, examination, excerpt, or transcription. The examination of any records will take place in the offices and locations where said records are generated and/or stored and will be accomplished during reasonable hours of operation. All parties shall make such materials available at their respective offices at all reasonable times during the contract period and for three (3) years from the date of final payment under the contract. The auditing party will be permitted to make copies of any Project-related records needed for the audit. The audited party will review the draft audit, findings, and recommendations, and provide written comments within 30 calendar days of receipt. Upon completion of the final audit, parties have 45 calendar days to refund or invoice as necessary in order to satisfy the obligation of the audit.
- B. If the Project expends State or Federal funds, each **PARTY** will undergo an annual audit in accordance with the Single Audit Act in the Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as defined in 2 CFR, Part 200.

11. Cost Principles

- A. **LOCAL AGENCY** shall comply with 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- B. **LOCAL AGENCY** agrees, and will require that their contractors, subcontractors, and other subrecipients will be obligated to agree, that 48 CFR Part 31, 23 CFR Parts 40, 172, 645, and

646, and 2 CFR Part 200 shall be used to determine the allowability of individual Project cost items and shall comply with Federal administrative procedures set forth in 2 CFR Part 200.

- C. Any Project costs for which **LOCAL AGENCY** has received payment or credit that are determined by subsequent audit to be unallowable under 48 CFR, Part 31; 23 CFR; or 2 CFR, Part 200, are subject to repayment by **LOCAL AGENCY** to **CALTRANS**. Should **LOCAL AGENCY** fail to reimburse moneys due **CALTRANS** within 30 days of discovery or demand, or within such other period as may be agreed in writing between the parties hereto, **CALTRANS** is authorized to intercept and withhold future payments due **LOCAL AGENCY** from **CALTRANS** or any third-party source, including, but not limited to, the State Treasurer, the State Controller or any other funding source.
- D. **LOCAL AGENCY** agrees to include Project in the schedule of projects to be examined in **LOCAL AGENCY's** annual audit and in the schedule of projects to be examined under its single audit prepared in compliance with 2 CFR, Part 200.
- E. Prior to **LOCAL AGENCY** seeking reimbursement of indirect costs, **LOCAL AGENCY** must: prepare an indirect cost rate proposal and a central service costs allocation plan (if any); or request the use of the de minimis rate, or request an extension of a negotiated indirect rate, in compliance with 2 CFR Part 200, Cost Principles for State, Local, and Indian Tribal Governments, and Chapter 5 Local Assistance Program Procedures Manual which may be accessed at: <https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm>. Proposals and requests must be submitted to, and in accordance with, **CALTRANS** Independent Office of Audits and Investigations requirements which may be accessed at: <https://ig.dot.ca.gov/resources>.
- F. Prior to Contractor(s) seeking reimbursement of indirect costs, **LOCAL AGENCY** must ensure: Contractor(s) prepared an indirect cost rate(s) approved or accepted by a cognizant agency or **CALTRANS** or request the use of the safe harbor rate in compliance with the 23 CFR, Part 172, Procurement, Management, and Administration of Engineering and Design Related Services. Chapter 10 of the Local Assistance Procedures Manual may be accessed at: <https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm>. Proposals and requests must be submitted to, and in accordance with **CALTRANS** Independent Office of Audits and Investigations requirements, which may be accessed at: <https://ig.dot.ca.gov/resources>.
- G. **LOCAL AGENCY** agrees and shall require that all its agreements with consultants and subrecipients contain provisions requiring adherence to this section in its entirety, except for **Section D, above**.

12. Americans with Disabilities Act

By signing this Agreement, **LOCAL AGENCY** assures **CALTRANS** that in the course of performing Project Work, it will fully comply with the applicable provisions of the Americans with Disabilities Act (ADA) of 1990, as amended, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA (42 USC Section 12101 et seq.).

13. Legal Relations and Responsibilities:

Nothing within the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not parties to this Agreement or affect the legal liability of either party to this Agreement by imposing any standard of care respecting the Project different from the standard of care imposed by law.

14. Indemnification

- A. Nothing in the provisions of the Agreement is intended to create duties or obligations to or rights in third parties to this Agreement or affect the legal liability of either party to the Agreement by imposing any standard of care with respect to the operation, maintenance, and repair of State highways different from the standard of care imposed by law.
- B. Neither **CALTRANS** nor any officer or employee thereof is responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by **LOCAL AGENCY** under or in connection with any work, authority, or conduct conferred upon **LOCAL AGENCY** under this Agreement. It is understood and agreed that, **LOCAL AGENCY** shall fully defend, indemnify, and save harmless **CALTRANS** and all of its officers and employees from all claims, suits, or actions of every name, kind, and description arising out of this Agreement, including, but not limited to, any tortious, contractual, inverse condemnation, or other theories or assertions of liability occurring by reason of anything done or omitted to be done by **LOCAL AGENCY** and/or its contractors/consultants, under or in connection with any work, authority or conduct delegated to **LOCAL AGENCY** under this Agreement.
- C. **LOCAL AGENCY** shall ensure in its contracts with its contractors/consultants that the latter shall defend, indemnify, and save harmless **CALTRANS** and all of its respective officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by contractors/consultants of **LOCAL AGENCY**, its employees, and/or agents towards the Project.

15. Insurance

LOCAL AGENCY shall require all its subcontractors to furnish a Certificate of Insurance for Commercial General Liability Insurance, automobile liability insurance, and evidence of valid Workers' Compensation coverage, in effect for the term of this Agreement, which names **CALTRANS** as an additional insured in an amount of \$1 million per person and \$2 million in aggregate. In addition, **LOCAL AGENCY** shall require its subcontractors to indemnify, defend, and hold harmless **CALTRANS** to the same extent as they do under their contracts with **LOCAL AGENCY**.

16. Nondiscrimination Clause (2 Cal. Code Regs. 11105 Clause b)

- A. During the performance of this Agreement, the **LOCAL AGENCY**, and its subcontractors shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. **LOCAL AGENCY** shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.
- B. **LOCAL AGENCY** shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code Sections 12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., Title 2, Sections 11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title

2 of the Government Code (Gov. Code Sections 11135-11139.5), and the regulations or standards adopted by **CALTRANS** to implement such article.

- C. **LOCAL AGENCY** shall permit access by representatives of the Department of Fair Employment and Housing (DFEH) and **CALTRANS** upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as DFEH or **CALTRANS** shall require to ascertain compliance with this clause.
- D. **LOCAL AGENCY** and its Subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- E. **LOCAL AGENCY** shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

17. Funding Requirements

- A. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional or legislative appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made.
- B. This Agreement is valid and enforceable only if sufficient funds are made available to **CALTRANS** by the United States Government and/or the California State Legislature for the purpose of this Project. In addition, this Agreement is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms, or funding of this Agreement in any manner.
- C. It is mutually agreed that if the Congress or the State Legislature does not appropriate sufficient funds for the program and Project, this Agreement shall be amended to reflect any reduction in funds.
- D. **CALTRANS** has the option to terminate this Agreement under the 30-day termination clause or to amend this Agreement to reflect any reduction of funds. In the event of an unscheduled termination, the **CALTRANS** Contract Manager may reimburse **LOCAL AGENCY** in accordance with the provisions of Article 4 of this Section III.

18. Records Retention

- A. **LOCAL AGENCY**, its Contractors, and Subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred Project costs and matching funds by line item for the Project. The accounting system of **LOCAL AGENCY**, its Contractors, and all Subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of **LOCAL AGENCY**, its Contractors, and Subcontractors connected with Project performance under this Agreement shall be maintained for a minimum of three (3) years from the date of final payment to **LOCAL AGENCY** and shall be held open to inspection, copying, and audit by representatives of **CALTRANS**, the California State Auditor, and auditors representing the Federal government. Copies thereof will be furnished by **LOCAL AGENCY**, its Contractors, and its Subcontractors upon receipt of any request made by **CALTRANS** or its agents. In conducting an audit of the costs and match credits claimed under this Agreement, **CALTRANS** will rely to the maximum extent possible on any prior audit of **LOCAL AGENCY** pursuant to the provisions of Federal and State law. In the absence of such an audit, any

acceptable audit work performed by external and internal auditors of **LOCAL AGENCY** may be relied upon and used by **CALTRANS** when planning and conducting additional audits.

- B. For the purpose of determining compliance with Title 21, California Code of Regulations, Sections 2500 et seq., when applicable, and other matters connected with the performance of **LOCAL AGENCY's** contracts with third parties pursuant to Government Code Section 8546.7, **LOCAL AGENCY**, **LOCAL AGENCY's** contractors and subcontractors, and **CALTRANS** shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire Project period and for three years from the date of final payment to **LOCAL AGENCY** under this Agreement. **CALTRANS**, the California State Auditor, or any duly authorized representative of **CALTRANS** or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent to a Project for audits, examinations, excerpts, and transactions, and **LOCAL AGENCY** shall furnish copies thereof if requested.
- C. **LOCAL AGENCY**, its Contractors, and Subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by **CALTRANS**, for the purpose of any investigation to ascertain compliance with this Agreement.

19. Administrative Remedy for Disputes

- A. Any dispute concerning a question of fact arising under this Agreement that is not disposed of by agreement shall be decided by the **CALTRANS** Contract Officer, who may consider any written or verbal evidence submitted by **LOCAL AGENCY**.
- B. Neither the pendency of a dispute nor its consideration by the **CALTRANS** Contract Officer will excuse **LOCAL AGENCY** from full and timely performance in accordance with the terms of the Agreement.

20. Subcontractors

By signing this Agreement, **LOCAL AGENCY**, certifies that it shall comply with the State Contracting Manual (SCM) concerning the selection of any subcontractors who will perform any services under this Agreement.

21. Third-Party Contracts

- A. **LOCAL AGENCY** shall not award a construction contract more than \$10,000 or other contracts more than \$25,000 (excluding professional service contracts of the type which are required to be procured in accordance with Gov. Code Sections 4525(d), (e), and (f)) on the basis of a noncompetitive negotiation for work to be performed under this Agreement without the prior written approval of **CALTRANS**.
- B. Any subcontract entered into by **LOCAL AGENCY** as a result of this Agreement shall mandate that travel and per diem reimbursements and third-party contract reimbursements to Subcontractors will be allowable as Project costs only after those costs are incurred and paid for by Subcontractors.

22. Drug-Free Workplace Certification

By signing this Agreement, **AGENCY** hereby certifies under penalty of perjury under the laws of California that **AGENCY** will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov, Code Section 8350 et seq.) and will provide a Drug-Free workplace by doing all of the following:

- A. Publish a Statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a)(1).
- B. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(a)(2) to inform employees about all the following:
 - 1) The dangers of drug abuse in the workplace;
 - 2) The person's or organization's policy of maintaining a Drug-Free workplace;
 - 3) Any available counseling, rehabilitation, and employee assistance programs; and
 - 4) Penalties that may be imposed upon employees for drug abuse violations.
- C. Provide, as required by Government Code Section 8355(a)(3), that every employee who works on the proposed contract or grant:
 - 1) Will receive a copy of the company's Drug-Free Policy Statement, and
 - 2) Will agree to abide by the terms of the company's Statement as a condition of employment on the contract or grant.
- D. Failure to comply with these requirements may result in suspension of payments under this Agreement or termination of this Agreement or both, and **AGENCY** may be ineligible for the award of any future State contracts if **CALTRANS** determines that any of the following has occurred: (1) **AGENCY** has made a false certification or, (2) **AGENCY** violates the certification by failing to carry out the requirements as noted above.

23. Relationship of Parties

It is expressly understood that this agreement is executed by and between two (2) independent governmental entities and that this is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture, or association, or any other relationship whatsoever other than that of an independent party.

24. No Common Law Employee Relationship

- A. **CALTRANS** does not possess authority and responsibility to employ, retain, enroll, and/or contract with, or discharge, all personnel. However, **CALTRANS** may request **LOCAL AGENCY** not to bring within **CALTRANS** right of way certain personnel to perform services which shall be considered by **LOCAL AGENCY** in good faith.
- B. **CALTRANS** does not require personnel working under this contract to be exclusively engaged in work under this Agreement or **CALTRANS** projects.
- C. **LOCAL AGENCY** shall provide all its own tools, equipment, and supplies for all work performed by **LOCAL AGENCY** pursuant to this Agreement, and **LOCAL AGENCY** shall not rely on **CALTRANS** to provide any of such tools, equipment, and/or supplies.
- D. **LOCAL AGENCY** shall provide its own training to all **LOCAL AGENCY** personnel, and **LOCAL AGENCY** shall not rely upon **CALTRANS** to provide any such training.

- E. **LOCAL AGENCY** shall be solely responsible for **LOCAL AGENCY** personnel pay and benefits, and the custody, care, and supervision of all **LOCAL AGENCY** personnel performing work in connection with this Agreement. No personnel performing any work in connection with this Agreement shall be considered employees of **CALTRANS** of any type, including, but not limited to, common law employees, at any time during the term of this Agreement.
- F. Permission for **LOCAL AGENCY** personnel to perform work on lands owned and/or controlled by **CALTRANS** does not in any way convey to **LOCAL AGENCY**, or any personnel, employee status of any type, including, but not limited to, common law employee status, that would extend to any of such persons any of the benefits afforded to employees of **CALTRANS**.
- G. **LOCAL AGENCY** shall provide all **LOCAL AGENCY** personnel who perform any work on this Agreement with Workers' Compensation coverage and benefits that are administered by the State Compensation Insurance Fund in accordance with the California Labor Code, during the entire term of this Agreement.
- H. **LOCAL AGENCY** shall advise all personnel performing any work in connection with this Agreement of all provisions of this section "No Common Law Employee Relationship," and **LOCAL AGENCY** shall advise all such personnel to report to **LOCAL AGENCY** any apparent or actual breaches of said provisions. **LOCAL AGENCY** shall immediately relay any such reports to the **CALTRANS** Contract Manager or designee.
- I. In the event that any personnel is injured on the job while performing any work pursuant to this Agreement, **LOCAL AGENCY** shall be solely responsible for ensuring, and shall ensure, that such injured person receives the appropriate level of medical care and transportation to a medical facility. **LOCAL AGENCY** shall also be solely responsible for the administration of any claims made by such injured person due to any such injury as well as all treatment of and for any such injury. **LOCAL AGENCY** shall notify the **CALTRANS** Contract Manager within twenty-four (24) hours, or by the following work day, of any such injury sustained while working under this Agreement and the name of the injured person, the nature of the injury, and where, when, and how the injury occurred.
- J. A **LOCAL AGENCY** supervisor will direct all work crew operations and safety procedures. **CALTRANS** personnel shall not be required to be at any worksite where **LOCAL AGENCY** personnel are performing work pursuant to this Agreement, but **CALTRANS** personnel shall be in the general geographic area of each such worksite to respond to any emergencies. **CALTRANS** shall give daily pre-job technical instructions and safety information specific to each work location. **LOCAL AGENCY** agrees to ensure that all **LOCAL AGENCY** personnel are trained to follow and do follow all applicable safety guidelines of the Caltrans Safety Manual and all applicable regulations and/or standards issued by Cal/OSHA, including, but not limited to, Title 8, California Code of Regulations, Section 3203. **LOCAL AGENCY** shall train **LOCAL AGENCY** personnel on risks encountered in the workplace, including, but not limited to, how to avoid accidental hypodermic needle sticks.
- K. All **LOCAL AGENCY** Supervisors shall have a working communication device (e.g., cell phone) on their persons at all times for safety and technical direction.
- L. All **LOCAL AGENCY** van drivers that transport **LOCAL AGENCY** work crews shall possess a current and valid California Driver's License. **LOCAL AGENCY** shall provide each of its work crews with a safe, fully functional passenger van to transport all **LOCAL AGENCY** Personnel; a portable toilet; and sufficient drinking water, as required by Cal/OSHA regulations.
- M. **LOCAL AGENCY** personnel shall at no time operate any heavy equipment or other complex equipment while performing any work under this Agreement.

25. Equipment Purchase (By LOCAL AGENCY)

- A. Prior authorization in writing by the **CALTRANS** Contract Manager shall be required before **LOCAL AGENCY** enters into any non-budgeted purchase order or sub-agreement exceeding \$500 for supplies, equipment, or consultant services. **LOCAL AGENCY** shall provide an evaluation of the necessity or desirability of incurring such costs.
- B. For the purchase of any item, service, or consulting work not covered in the attached **Project Description (Attachment II)** and exceeding \$500, three (3) competitive quotations must be submitted with the request or the absence of bidding must be adequately justified, and prior authorization must be obtained from the **CALTRANS** Contract Manager.
- C. Any equipment purchased as a result of this Agreement is subject to the following: **LOCAL AGENCY** shall maintain an inventory record for each piece of non-expendable equipment purchased or built with funds provided under the terms of this Agreement. The inventory record of each piece of such equipment shall include the date acquired, total cost, serial number, model identification (on sale, in accordance with established **CALTRANS** procedures, purchased equipment), and any other information or description necessary to identify said equipment. Non-expendable equipment so inventoried is those items of equipment that have a normal life expectancy of one year or more and an approximate unit price of \$5,000 or more. In addition, theft-sensitive items of equipment costing less than \$5,000 shall be inventoried. A copy of the inventory record must be submitted to **CALTRANS** upon request by **CALTRANS**.
- D. At the conclusion of the Agreement, or if the Agreement is terminated, **LOCAL AGENCY** may either keep the equipment and credit **CALTRANS** in an amount equal to its fair market value or sell such equipment at the best price obtainable at a public or private sale in accordance with established **CALTRANS** procedures and credit **CALTRANS** in an amount equal to the sales price. If **LOCAL AGENCY** elects to keep the equipment, fair market value shall be determined, at **LOCAL AGENCY** expense, on the basis of a competent, independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to **CALTRANS** and **LOCAL AGENCY**. If **LOCAL AGENCY** is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by **CALTRANS**.
- E. 2 CFR Part 200 requires a credit to Federal funds when participating equipment with a fair market value greater than \$5,000 is credited to the Project.
- F. Any sub-agreement entered into as a result of this Agreement shall contain all of the provisions of this Article.

26. Disabled Access Review

Disabled access review by DGS, Division of the State Architect, is required for the construction of all publicly funded buildings, structures, sidewalks, curbs and related facilities. No construction contract will be awarded by **LOCAL AGENCY** unless **LOCAL AGENCY** plans and specifications for such facilities conform to the provisions of Government Code Sections 4450 and 4454, if applicable. Further requirements and guidance are provided in Title 24 of the California Administrative Code and the Americans with Disabilities Act (42 USC 12101 et. seq.).

27. Fire Marshal Review

The State Fire Marshal adopts building standards for fire safety and panic prevention. Such regulations pertain to fire protection design and construction, means of egress and adequacy of exits, installation of fire alarms, and fire extinguishment systems for any **CALTRANS** owned or **CALTRANS** occupied buildings per Health and Safety Code Section 13108. When applicable,

LOCAL AGENCY must assure that any relevant Project plans meet the standards of the State Fire Marshal to ensure consistency with **CALTRANS** fire protection standards.

28. Environmental Clearance

Environmental clearance of Project by **LOCAL AGENCY** and/or **CALTRANS** is required prior to requesting funds for right of way purchase or construction. No department or agency shall request funds, nor shall any department/agency board or commission authorize expenditures of funds for any project, except feasibility or planning studies, which may have a significant effect on the environment unless such a request is accompanied by an environmental impact report per California Public Resources Code Section 21102. The California Environmental Quality Act (Pub. Res. Code Section 21080(b)(10)), does provide an exemption for rail projects which institute or increase passenger or commuter services on rail or highway rights-of-way already in use.

29. Labor Code Compliance: Prevailing Wages

If the work performed on this Project is done under contract and falls within Labor Code Section 1720(a)(1) definition of a "public work" in that it is construction, alteration, demolition, installation, repair, or maintenance, **LOCAL AGENCY** must conform to the provisions of Labor Code Sections 1720 through 1815, all applicable regulations and coverage determinations issued by the Director of Industrial Relations. **LOCAL AGENCY** agrees to include prevailing wage requirements in its contracts for public works. Work performed by **LOCAL AGENCY**'s own forces is exempt from the Labor Code's prevailing wage requirements.

30. Prevailing Wage Requirements in Subcontracts

LOCAL AGENCY shall require its contractors to include prevailing wage requirements in all subcontracts funded by this Agreement when the work to be performed by the subcontractor is a "public work" as defined in Labor Code Section 1720(a)(1). Subcontracts shall include all prevailing wage requirements set forth in **LOCAL AGENCY**'s contracts.

If Project is paid for, in whole or part, with Federal funds and is of the type of work subject to Federal prevailing wage requirements, **LOCAL AGENCY** will conform to the provisions of the Davis-Bacon and Related Acts (40 USC Sections 3141-3148).

When applicable, **LOCAL AGENCY** will include Federal prevailing wage requirements in contracts for public works. Project work performed by employees of a **LOCAL AGENCY**'s is exempt from any prevailing wage requirements.

31. Project Close Out

The Agreement Expiration Date refers to the last date for **LOCAL AGENCY** to incur valid Project costs or credits and is the date the Agreement expires. **LOCAL AGENCY** has 60 days after that Expiration Date to make final allowable payments to Project contractors or vendors, prepare the Project Closeout Report, and submit the final invoice to **CALTRANS** for reimbursement for allowable Project costs. Any unexpended Project funds not invoiced by that 60th day will be .. reverted and will no longer be accessible to reimburse late Project invoices.

32. Appendix E (Pertinent Nondiscrimination Authorities)

During the performance of this Agreement, **LOCAL AGENCY**, for itself, its assignees, and successors, and successors in interest (hereinafter referred to as "**LOCAL AGENCY**") agrees to comply with the following nondiscrimination statutes and authorities, including, but not limited to:

- A. Title VI of the Civil Rights Act of 1964 (42 USC Sections 2000d et seq., 78 Stat. 252) prohibits discrimination on the basis of race, color, national origin; and 49 CFR Part 21;

- B. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 USC Section 4601) prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects;
- C. Federal-Aid Highway Act of 1973 (23 USC Sections 324 et seq.) prohibits discrimination on the basis of sex;
- D. Section 504 of the Rehabilitation Act of 1973 (29 USC Section 794 et seq.), as amended, prohibits discrimination on the basis of disability; and 49 CFR Part 27;
- E. The Age Discrimination Act of 1975, (42 USC Sections 6101 et seq.), as amended, prohibits discrimination on the basis of age;
- F. Airport and Airway Improvement Act of 1982 (49 USC Sections 471 and 47123), as amended, prohibits discrimination based on race, creed, color, national origin, or sex;
- G. The Civil Rights Restoration Act of 1987 (PL 100-209) broadened the scope, coverage, and applicability of Title VI of the Civil Right Act of 1964, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub- recipients, and contractors, whether such programs or activities are Federally funded or not;
- H. Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 USC Sections 12131-12189) as implemented by USDOT regulations 49 CFR Parts 37 and 38;
- I. The Federal Aviation Administration's nondiscrimination statute (49 USC Sections 47123) prohibits discrimination on the basis of race, color, national origin, and sex;
- J. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations, which requires each Federal agency to conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures that such programs, policies, and activities do not have the effect of excluding persons (including populations) from participation in, denying persons (including populations) the benefits of, or subjecting persons (including populations) to discrimination under, such programs, policies, and activities, because of their race, color, or national origin, and requires each Federal agency to make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations;
- K. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (LEP), and resulting agency guidance, national origin discrimination includes discrimination because of LEP. To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 CFR §§ 74087-74100);
- L. Title IX of the Education Amendments of 1972 (20 USC Section 1681 et seq.), as amended, which prohibits discrimination because of sex in education programs or activities.

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discrimination because of LEP. To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 CFR §§ 74087-74100);

34. Title IX of the Education Amendments of 1972 (20 USC Section 1681 et seq.), as amended, which prohibits discrimination because of sex in education programs or activities.

35. Public Records Request

If a party receives a public records request pertaining to the Project, that party will notify parties within five (5) working days of receipt and make parties aware of any disclosed public documents. Parties will consult with each other prior to the release of any public documents related to the Project.

36. Encroachment Permit

- A. CALTRANS** will issue, upon proper application, the encroachment permits required for Project within State Highway System (SHS) right-of-way. **LOCAL AGENCY**, their contractors, consultants, agents' contractors and/or agents and utility owners will not work within the SHS right-of-way without an encroachment permit issued in their name. **CALTRANS** will provide encroachment permits to **LOCAL AGENCY**, their contractors, consultants, agents, and utility owners at no cost to **LOCAL AGENCY**.
- B. LOCAL AGENCY** will submit a one-time encroachment permit application for routine Project work as required by this Agreement. An Encroachment Permit rider may be required for any changes to the scope of work allowed by this Agreement or any work that is not regular maintenance, prior to the start of any work within **CALTRANS'** right of way

37. State-Owned Data

A. AGENCY agrees to comply with the following requirements to ensure the preservation, security, and integrity of State-owned data on portable computing devices and portable electronic storage media:

- 1) Encrypt all State-owned data stored on portable computing devices and portable electronic storage media using government-certified Advanced Encryption Standard (AES) cipher algorithm with a 256-bit or 128-bit encryption key to protect **CALTRANS** data stored on every sector of a hard drive, including temp files, cached data, hibernation files, and even unused disk space.
- 2) Data encryption shall use cryptographic technology that has been tested and approved against exacting standards, such as FIPS 140-2 Security Requirements for Cryptographic Modules.
- 3) Encrypt, as described above, all State-owned data transmitted from one computing device or storage medium to another.
- 4) Maintain confidentiality of all State-owned data by limiting data sharing to those individuals contracted to provide services on behalf of the State, and limit use of State information assets for State purposes only.
- 5) Install and maintain current anti-virus software, security patches, and upgrades on all computing devices used during the course of the Agreement.
- 6) Notify Caltrans Contract Manager immediately of any actual or attempted violations of security of State-owned data, including lost or stolen computing devices, files, or portable electronic storage media containing State-owned data.

- 7) Advise the owner of the State-owned data, the agency Information Security Officer, and the agency Chief Information Officer of vulnerabilities that may present a threat to the security of State-owned data and of specific means of protecting that State-owned data.

B. **AGENCY** agrees to use the State-owned data only for State purposes under this Agreement.

C. **AGENCY** agrees to not transfer State-owned data to any computing system, mobile device, or desktop computer without first establishing the specifications for information integrity and security as established for the original data file(s). (State Administrative Manual (SAM) Section 5335.1)

38. Assumption of Risk and Indemnification Regarding Exposure to Environmental Health Hazards

In addition to, and not a limitation of, **LOCAL AGENCY**'s indemnification obligations contained elsewhere in this Agreement, **LOCAL AGENCY** hereby assumes all risks of the consequences of exposure of **LOCAL AGENCY**'s employees, agents, subcontractors, subcontractors' employees, and any other person, firm, or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, to any and all environmental health hazards, local and otherwise, in connection with the performance of this Agreement. Such hazards include, but are not limited to, bodily injury and/or death resulting in whole or in part from exposure to infectious agents and/or pathogens of any type, kind, or origin. **LOCAL AGENCY** also agrees to take all appropriate safety precautions to prevent any such exposure to **LOCAL AGENCY**'s employees, agents, subcontractors, subcontractors' employees, and any other person, firm, or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement. **LOCAL AGENCY** also agrees to indemnify and hold harmless **CALTRANS**, the State of California, and each and all of their officers, agents, and employees, from any and all claims and/or losses accruing or resulting from such exposure. Except as provided by law, **LOCAL AGENCY** also agrees that the provisions of this paragraph shall apply regardless of the existence or degree of negligence or fault on the part of **CALTRANS**, the State of California, and/or any of their officers, agents, and/or employees.

39. Mandatory Organic Waste Recycling

It is understood and agreed that pursuant to Public Resources Code Sections 42649.8 et seq., if Contractor generates two (2) cubic yards or more of organic waste or commercial solid waste per week, Contractor shall arrange for organic waste or commercial waste recycling services that separate/source organic waste for organic waste recycling. Contractor shall provide proof of compliance, i.e. organic waste recycling services or commercial waste recycling services that separate/source organic waste recycling, upon request from Caltrans Contract Manager.

40. ADA Compliance

All entities that provide electronic or information technology or related services that will be posted online by **CALTRANS** must be in compliance with Government Code Sections 7405 and 11135 and the Web Content Accessibility Guidelines (WCAG) 2.0 or subsequent version, published by the Web Accessibility Initiative of the World Wide Web Consortium at a minimum Level AA success. All entities will respond to and resolve any complaints/deficiencies regarding accessibility brought to their attention.

41. Electronic Signatures

Each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Agreement are intended to authenticate this writing and to have the same force and

effect as manual signatures for this Agreement. Documents that are referenced by this Agreement may still require manual signatures.

42. Executive Order N-6-22 – Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order [N-6-22](#) (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law unless the contract has been Federalized (i.e. there is federal participation in any phase). The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

43. Laws to be Observed

Contractor shall keep fully informed of all existing and future laws, including: State and Federal, county and municipal ordinances and regulations including but not limited to Senate Bill 1383 of 2016 Title 14, CCR, General Provisions section 18981.2, Public Resources Code sections 42652 et. seq., and of all such orders and decrees of bodies or tribunals having any jurisdiction or authority over the same, which in any manner affect those engaged or employed in the work, the materials used in the work, or which in any way affect the conduct of the work. Contractor shall at all times observe and comply with and shall cause all agents and employees to observe and comply with, all such existing and future laws, ordinances, regulations, orders, and decrees of bodies or tribunals having any jurisdiction or authority over the Agreement. Contractor shall protect and indemnify the State of California and all officers and employees thereof connected with the work against any claim, injury, or liability arising from or based on the violation of any such law, ordinance, regulation, order, or decree, whether by Contractor, its Subcontractor(s), or an employee(s). If any discrepancy or inconsistency is discovered in the plans, drawings, specification, or Agreement for the work in relation to any such law, ordinance, regulation, order, or decree, Contractor shall immediately report the same to Caltrans Contract Manager in writing.

Attachments:

The following **Attachments** are incorporated into and are made a part of this Agreement by this reference and attachment.

- I. **LOCAL AGENCY** Resolution
- II. Scope of Work, Schedule, and Costs

Parties are empowered by California Streets and Highways Code to enter into this Agreement and have delegated to the undersigned the authority to execute this Agreement on behalf of the respective agencies and covenants to have followed all the necessary legal requirements to validly execute this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first herein above written:

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

County of Plumas

By: _____

By: _____

Title: Contract Officer

Title: Agricultural Commissioner/Sealer of Weights and Measures

Date: _____

Date: _____

By: _____

Title: Chair, Board of Supervisors

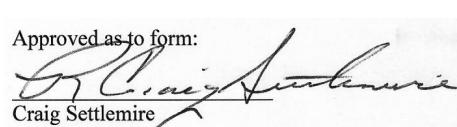
Date: _____

By: _____

Title: Clerk of the Board

Date: _____

Approved as to form:


Craig Settlemire
Counsel

Scope of Work, Schedule, and Cost

County of Plumas
Agreement Number 02A2391

Attachment II

Page 1 of 3

1. Local Agency (County of Plumas) shall furnish all labor, material, Personal Protective Equipment (PPE), equipment, and transportation necessary to control *Aegilops triuncialis*, *Chondrilla juncea*, *Centaurea diffusa*, *Centaurea maculosa*, *Centaurea solstitialis*, *Ailanthus altissima*, *Cardaria draba*, *Carduus nutans*, *Dittrichia graveolens* *Cytisus scoparius* *Taeniatherum caput-medusae*, *Potentilla recta*, *Sasola*, *tragus*, and other noxious weeds as listed in CCR title 3, Section 4500, along State highways in Plumas County through the use of herbicides, manual grubbing, or biological control.
2. Local Agency shall perform services including surveying noxious weed sites, treatment, monitoring, and follow-up treatments to eradicate any re-sprouts or plants missed in the initial treatment.
3. Local Agency shall notify the Caltrans Contract Manager within five (5) days prior to beginning work in each new project site. All of the chemical applications will be subject to the current schedule of the Plumas County Agricultural Department. Chemical application may depend on the weather conditions, weed growth, and availability of work crews.
4. Local Agency shall maintain a log of the days the work was performed, the area where chemicals were used, type of chemicals used, equipment used, class of labor used, and labor hours.
5. Local Agency agrees only to use the chemical products listed on the current approved Caltrans list of materials during the course of this Agreement.
6. Local Agency agrees to provide a Quarterly Report of each chemical applied by project name. Report to include product EPA number, active ingredient in pounds, as well as county, route, and post miles of application. Report to be sent to the Caltrans Contract Manager within fifteen (15) days of the end of each quarter. Quarters end March 31, June 30, September 30 and December 31 of each calendar year.

Scope of Work, Schedule, and Cost

Rates

Plumas County cost for weed work as of January 1, 2025

Labor Salary and Benefits	Cost
Permanent Agricultural and Standards Deputy	\$53.18/Hour
Permanent Agriculture and Standards Management Analyst 1 and 2	\$36.13/Hour
Permanent Agricultural and Standards Inspector 1, 2, and 3	\$29.85/Hour
Permanent Agricultural and Standards Technician	\$42.68/Hour
Seasonal Weed Technician	\$21.44/Hour
Chemicals	Cost
Milestone Specialty Herbicide: 40.6% Aminopyralid	\$2.85/ounce (oz)
Dyne-Amic: 99% Ethoxylated Alkyl Phosphate esters	\$0.31/oz
Telar XP: 75.0% Chlorsulfuron	\$19.50/oz
Capstone: 16.22% Triclopyr, 2.22% Aminopyralid	\$0.45/oz
Roundup Pro Concentrate: 50.2% Glyphosate	\$0.30/oz
Garlon 4 Ultra: 60.5% Triclopyr	\$0.77/oz
Esplanade 200SC: 19% Indaziflam	\$19.24/oz
Method 240SL: 25.0% Aminocyclopyrachlor	\$2.60/oz
Motorized Spray Equipment	Cost
Pick-Up Truck with 500-gal spray tank	\$55.00/Hour
Pick-Up Truck with 110-gal spray tank	\$48.00/Hour
ATV spray rig combination	\$80.00/Hour
Backpack sprayer	\$10.00/Hour

* Subject to Caltrans' prior written approval, rates subject to change due to salary and benefit modifications, available work force, labor contract changes, or program modifications.

COST PROPOSAL

Task/Personnel	Estimated Quantity	Unit	Rate/hour*	Total	Description	Fiscal Year (FY)		
Task Description						FY26	FY27	FY28
Permanent Agricultural and Standards Deputy	20	Per Hour	53.18	\$ 1,063.60	Selects, mixes, and applies various herbicides following label requirements for noxious weed control. Uses appropriate protective gear in the application of pesticides as required by the California Occupational Safety and Health Administration (Cal-OSHA), California Department of Pesticide Regulation (CDPR) and other regulatory agencies. Maintains spray equipment including preventive maintenance and minor repair. Complies with label requirements of registered products used in weed abatement, including mechanical methods for control of noxious weeds when appropriate. Maintains records to include: GPS's application sites; pesticides used; date and time of application; etc. Assist in the preparation of reports regarding control and use of pesticides. Employee is responsible for the safe storage and use of herbicides in conformance with regulations of the Environmental Protection Agency and CDPR, Lassen County Fire Department and Agricultural Commissioner/Weights and Measures Department. Performs other duties as assigned.	\$ 1,063.60	\$ 1,063.60	\$ 1,063.60
Permanent Agriculture and Standards Management Analyst 1, and 2	20	Per Hour	36.13	\$ 722.60	Plans, organizes, directs and supervises the Agricultural and Weights and Measures programs throughout the County. Coordinates with other departments and outside agencies to develop an effective and economical weed abatement program.	\$ 722.60	\$ 722.60	\$ 722.60
Permanent Agriculture and Standards Inspector 1, 2, and 3	100	Per Hour	29.85	\$ 2,985.00	Perform work in programs to detect, eradicate, and manage noxious weeds, vertebrate, insect, and other plant pests. Continues to provide support during weed abatement season as needed. Does other related work as required. With increased experience and proficiency or during emergency situations, employees are assigned to work independently on limited programs or special projects where consequence of error is limited; actual operations, method, and reports, however, continue to receive close post review. Biologist II candidates oversee and evaluate the daily field operations.	\$ 2,985.00	\$ 2,985.00	\$ 2,985.00
Permanent Agriculture and Standards Technician	100	Per Hour	42.68	\$ 4,268.00	Perform work in programs to detect, eradicate, and manage noxious weeds, vertebrate, insect, and other plant pests. Continues to provide support during weed abatement season as needed. Does other related work as required. With increased experience and proficiency or during emergency situations, employees are assigned to work independently on limited programs or special projects where consequence of error is limited; actual operations, method, and reports, however, continue to receive close post review. Biologist II candidates oversee and evaluate the daily field operations.	\$ 4,268.00	\$ 4,268.00	\$ 4,268.00
Seasonal Weed Technician	95	Per Hour	21.44	\$ 2,036.80	Perform services including surveying noxious weed sites, treatment, monitoring and follow up treatments to eradicate any re-sprouts or plants missed in the initial treatment.	\$ 2,036.80	\$ 2,036.80	\$ 2,036.80
Subtotal				\$ 11,076.00		\$ 11,076.00	\$ 11,076.00	\$ 11,076.00
Indirect Costs								
Indirect Costs 10%	0.1			\$ 1,107.60		\$ 1,107.60	\$ 1,107.60	\$ 1,107.60
Subtotal			0	\$ 12,183.60		\$ 12,183.60	\$ 12,183.60	\$ 12,183.60
Materials/Supplies	Estimated Quantity	Unit	Rate	Total	Description			
Milestone Specialty Herbicide: 40.6% Aminopyralid	100	Ounce (oz)	\$2.85	\$ 285.00	HERBICIDE	\$ 285.00	\$ 285.00	\$ 285.00
Dyne-Amic: 99% Ethoxylated Alkyl Phosphate esters	213	oz	0.31	\$ 66.03	HERBICIDE	\$ 66.03	\$ 66.03	\$ 66.03
Telar XP: 75.0% Chlorsulfuron	10	oz	\$19.50	\$ 195.00	HERBICIDE	\$ 195.00	\$ 195.00	\$ 195.00
Capstone: 16.22% Triclopyr, 2.22% Aminopyralid	100	oz	\$0.45	\$ 45.00	HERBICIDE	\$ 45.00	\$ 45.00	\$ 45.00
Roundup Pro Concentrate: 50.2% Glyphosate	200	oz	\$0.30	\$ 60.00	HERBICIDE	\$ 60.00	\$ 60.00	\$ 60.00
Garlon 4 Ultra: 60.5% Triclopyr	200	oz	\$0.77	\$ 154.00	HERBICIDE	\$ 154.00	\$ 154.00	\$ 154.00
Esplanade 200SC: 19% Indaziflam	111	oz	\$19.24	\$ 2,135.64	HERBICIDE	\$ 2,135.64	\$ 2,135.64	\$ 2,135.64
Method 240SL: 25.0% Aminocyclopyrachlor	10	oz	\$2.60	\$ 26.00	HERBICIDE	\$ 26.00	\$ 26.00	\$ 26.00
Subtotal				\$ 2,966.67		\$ 2,966.67	\$ 2,966.67	\$ 2,966.67
Equipment	Estimated Quantity	Unit	Rate	Total	Description			
Motorized Spray Equipment	50	Per Hour	\$55.00	\$ 2,750.00	Pick-Up Truck (10,000GVWR) with 500 gal spray tank	\$ 2,750.00	\$ 2,750.00	\$ 2,750.00
Motorized Spray Equipment	25	Per Hour	\$48.00	\$ 1,200.00	Pick-Up Truck (10,000GVWR) with 110 gal spray tank	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Motorized Spray Equipment	5	Per Hour	\$80.00	\$ 400.00	ATV spray rig combination	\$ 400.00	\$ 400.00	\$ 400.00
Motorized Spray Equipment	50	Per Hour	\$10.00	\$ 500.00	Backpack sprayer	\$ 500.00	\$ 500.00	\$ 500.00
Subtotal				\$ 46,226.54		\$ 4,850.00	\$ 4,850.00	\$ 4,850.00
Total				\$ 49,193.21		\$ 20,000.27	\$ 20,000.27	\$ 20,000.27
GRAND TOTAL								\$ 60,000.81

* Subject to Caltrans' prior written approval, rates subject to change due to salary and benefit modifications, available work force, labor contract changes, or program modifications.



PLUMAS COUNTY
AGRICULTURE/WEIGHTS & MEASURES
DEPARTMENT
MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM: Willo Vieira, Agricultural Commissioner/Sealer

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0312-000SA between Sierra County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Sierra County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.

Recommendation:

Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0312-000SA between Sierra County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Sierra County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.

Background and Discussion:

The increase in funds and time extension is due to additional available money.

Action:

Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0312-000SA between Sierra County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Sierra County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.

Fiscal Impact:

No General Fund Impact, services paid for from Sierra County Department of Agriculture.

Attachments:

1. 5648 SC FINAL 23-0312-000-SA

**AMENDED COOPERATIVE AGREEMENT
SIGNATURE PAGE**

AGREEMENT NUMBER 23-0312-000-SA
AMENDMENT NUMBER 1

1. This Agreement is entered into between the State Agency and the Recipient named below:

STATE AGENCY'S NAME

DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

RECIPIENT'S NAME

COUNTY OF SIERRA

2. The term of this Agreement is: **July 1, 2023 through December 31, 2027**

3. The maximum amount of this Agreement is: **\$97,487.30**

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement:

Paragraph two (2) of the Agreement is hereby amended to extend the expiration date from June 30, 2025, to a new expiration date of December 31, 2027.

Paragraph three (3) of the Agreement is hereby amended to increase the Agreement by \$55,190.30 for a new total not to exceed \$97,487.30.

A Budget for the increased amount is attached (1 Page) and is hereby incorporated into the Agreement.

Revised Reporting/Invoicing Schedule (1 Page).

The increase in funds and time extension is due to additional available money.

All other terms and conditions of this Agreement shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

RECIPIENT

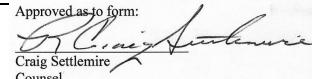
RECIPIENT'S NAME (Organization's Name)

COUNTY OF SIERRA

BY (Authorized Signature)



DATE SIGNED

Approved as to form:

 Craig Settemire
 Counsel

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

208 Fairgrounds Road, Quincy, CA 95971-9462

STATE OF CALIFORNIA

AGENCY NAME

DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

BY (Authorized Signature)



DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING

ANDREA PERKINS, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION

ADDRESS

1220 N STREET, ROOM 120
 SACRAMENTO, CA 95814

CJ

Revised Reporting/Invoicing Schedule

Important Dates:	
Invitation to Submit Grant Applications	September 15, 2022
Grant Application Due	October 31, 2022 at 11:59pm PDT
Review Process	November 1 – December 31, 2022
Announcement and Award Funding	January 15, 2023
Grants Awarded	June 30, 2023
Mid-Year Reports	October 15, 2023, October 15, 2024, October 15, 2025, October 15, 2026, and October 15, 2027
Expense Deadline	December 31, 2027
Final Report	January 31, 2028
Final Invoice Due	February 15 2028

Noxious Weed Grant Program Budget

County of Sierra

July 1, 2023 - December 31, 2027

	CDFA Funding	Add Funds	Cost Share
Personnel Services - Weed Control			
Title: Agricultuer & Standards Technician	\$20,856.00	\$25,000.00	\$0.00
Title: Extra Help/Temorary	\$7,748.00	\$10,000.00	\$0.00
Title: Administrative Assistant	\$0.00		\$484.20
Title: Agriculture & Standards Inspector II	\$0.00		\$1,961.50
Title:	\$0.00		\$0.00
Title:	\$0.00		\$0.00
Title:	\$0.00		\$0.00
Subtotal Personnel Exp.	\$28,604.00	\$35,000.00	\$2,445.70
Operating Expenses			
Supplies: (must be itemized)			
PPE - Eyewear, gloves, shirts, vests	\$500.00	\$1,000.00	\$0.00
Backpack Sprayers - 2@\$110	\$220.00	\$500.00	\$0.00
Equipment: (must be itemized)			
110 gal.truck spray rig combo 200 hr.@ \$48 per hr.	\$0.00		\$9,600.00
	\$0.00		\$0.00
Herbicides: (must be itemized)			
Type: Milestone			
Amount: 16 gal. Cost: \$324/gal.	\$2,592.00	\$2,592.00	\$0.00
Type: Telar XP			
Amount: 20 Jars Cost: \$145.60/8 oz.	\$1,456.00	\$1,456.00	\$0.00
Other			
Equipment Maintanence	\$700.00	\$1,500.00	\$0.00
	\$0.00		\$0.00
Mileage for Weed Control \$0.625 x (2760 Miles)	\$1,725.00		\$0.00
Mileage for Weed Control \$0.70 x (2760 Miles)		\$2,392.30	
Subtotal Operation Exp.	\$7,193.00	\$9,440.30	\$9,600.00
Allowable Costs: (Not more than 10% of the award may be used for meetings, travel, administration, and coordination costs - i.e. FY23= \$42,421 CDFA Funding award total has max of \$4242.10 for all combined, FY25 = \$55,190.30 CDFA Funding award total has max of \$5,519.03 for all combined)			
<i>Meetings - Calflora Subscription & Cal IPC Symposium</i>	\$2,000.00	\$2,000.00	\$0.00
<i>Travel</i>	\$0.00		\$0.00
<i>Administration</i>	\$0.00		\$0.00
<i>Outreach</i>	\$500.00		\$0.00
Mileage for Meetings, Training, Coordination \$0.575 x (Miles)	\$0.00		\$0.00
Subtotal	\$38,297.00	\$46,440.30	\$12,045.70
Indirect* (Max 25% of Personnel Costs)	\$4,000.00	\$8,750.00	\$0.00
Total	\$42,297.00	\$55,190.30	\$12,045.70
Grant Total CDFA Funding	\$42,297.00	\$55,190.30	
Grant Total Cost Share			\$12,045.70



PLUMAS COUNTY
AGRICULTURE/WEIGHTS & MEASURES
DEPARTMENT
MEMORANDUM

TO: Honorable Chair and Board of Supervisors

FROM: Willo Vieira, Agricultural Commissioner/Sealer

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0300-000SA between Plumas County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Plumas County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.

Recommendation:

Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0300-000SA between Plumas County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Plumas County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.

Background and Discussion:

The increase in funds and time extension is due to additional available money.

Action:

Approve and authorize the Chair to sign amendment no. 1 to revenue agreement 23-0300-000SA between Plumas County Department of Agriculture/Weights and Measures and California Department of Food and Agriculture, extending the expiration date of the contract to December 31, 2027, and increasing the contract amount by \$55,190.30 for a new total of \$97,487.30; (No General Fund Impact) This agreement is for payment for services rendered by Plumas County Department of Agriculture/Weights and Measures ; approved as to form by County Counsel.

Fiscal Impact:

No General Fund Impact, paid for by services rendered Plumas County Agriculture Department

Attachments:

1. 5648 PC FINAL 23-0300-000-SA

**AMENDED COOPERATIVE AGREEMENT
SIGNATURE PAGE**

AGREEMENT NUMBER 23-0300-000-SA
AMENDMENT NUMBER 1

1. This Agreement is entered into between the State Agency and the Recipient named below:

STATE AGENCY'S NAME

DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

RECIPIENT'S NAME

COUNTY OF PLUMAS

2. The term of this Agreement is: **July 1, 2023 through December 31, 2027**

3. The maximum amount of this Agreement is: **\$97,487.30**

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement:

Paragraph two (2) of the Agreement is hereby amended to extend the expiration date from June 30, 2025, to a new expiration date of December 31, 2027.

Paragraph three (3) of the Agreement is hereby amended to increase the Agreement by \$55,190.30 for a new total not to exceed \$97,487.30.

A Budget for the increased amount is attached (1 Page) and is hereby incorporated into the Agreement.

Revised Reporting/Invoicing Schedule (1 Page).

The increase in funds and time extension is due to additional available money.

All other terms and conditions of this Agreement shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

RECIPIENT

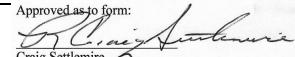
RECIPIENT'S NAME (Organization's Name)

COUNTY OF PLUMAS

BY (Authorized Signature)



DATE SIGNED

Approved as to form:

Craig Settemire
Counsel

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

208 Fairgrounds Road, Quincy, CA 95971-9462

STATE OF CALIFORNIA

AGENCY NAME

DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

BY (Authorized Signature)



DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING

ANDREA PERKINS, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION

ADDRESS

1220 N STREET, ROOM 120
SACRAMENTO, CA 95814

CJ

Revised Reporting/Invoicing Schedule

Important Dates:	
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Final Report	January 31, 2028
Final Invoice Due	February 15 2028

Noxious Weed Grant Program Budget

County of Plumas

January 1, 2023 - December 31, 2027

	CDFA Funding	Add Funds	Cost Share
Personnel Services - Weed Control			
Title: Agricultuer & Standards Technician	\$20,856.00	\$25,000.00	\$0.00
Title: Extra Help/Temorary	\$7,748.00	\$10,000.00	\$0.00
Title: Administrative Assistant	\$0.00		\$484.20
Title: Agriculture & Standards Inspector II	\$0.00		\$1,961.50
Title:	\$0.00		\$0.00
Title:	\$0.00		\$0.00
Title:	\$0.00		\$0.00
Subtotal Personnel Exp.	\$28,604.00	\$35,000.00	\$2,445.70
Operating Expenses			
Supplies: (must be itemized)			
PPE - Eyewear, gloves, shirts, vests	\$500.00	\$1,000.00	\$0.00
Backpack Sprayers - 2@\$110	\$220.00	\$1,000.00	\$0.00
Equipment: (must be itemized)			
110 gal.truck spray rig combo 200 hr. @ \$48 per hr.	\$0.00		\$9,600.00
	\$0.00		\$0.00
Herbicides: (must be itemized)			
Type: Milestone			
Amount: 8 gal. Cost: \$324/gal.	\$2,592.00	\$2,592.00	\$0.00
Type: Telar XP			
Amount: 10 Jars Cost: \$145.60/8 oz.	\$1,456.00	\$1,456.00	\$0.00
Other			
Equipment Maintanence	\$700.00	\$1,500.00	\$0.00
	\$0.00		\$0.00
Mileage for Weed Control \$0.625 x (2760 Miles)	\$1,725.00		\$0.00
Mileage for Weed Control \$0.70 x (2760 Miles)		\$1,932.00	
Subtotal Operation Exp.	\$7,193.00	\$7,548.00	\$9,600.00
Allowable Costs: (Not more than 10% of the award may be used for meetings, travel, administration, and coordination costs - i.e. FY23= \$42,421 CDFA Funding award total has max of \$4,242.10 for all combined, FY25 = \$55,190.30 CDFA Funding award total has max of \$5,519.03 for all combined)			
Meetings - Calflora Subscription & Cal IPC Symposium	\$2,000.00	\$2,500.00	\$0.00
Travel	\$0.00		\$0.00
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Outreach	\$500.00	\$1,392.30	\$0.00
Mileage for Meetings, Training, Coordination \$0.625 x (Miles)	\$0.00		\$0.00
Subtotal	\$38,297.00	\$46,440.30	\$12,045.70
Indirect* (Max 25% of Personnel Costs)	\$4,000.00	\$8,750.00	\$0.00
Total	\$42,297.00	\$55,190.30	\$12,045.70
Grant Total CDFA Funding	\$42,297.00	\$55,190.30	
Grant Total Cost Share			\$12,045.70



**PLUMAS COUNTY
SHERIFFS DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Chad Hermann, Undersheriff

MEETING DATE: June 10, 2025

SUBJECT: Special Use Permit for the Gopher Hill Shooting Range from the United States Forest Service, Department of Agriculture; approved as to form by County Counsel.

Recommendation:

Approve and authorize Chair to sign a Special Use Permit between Plumas County Sheriff's Office and the United States Forest Service, Department of Agriculture; effective July 01, 2025; No financial transaction; (No General Fund Impact); approved as to form by County Counsel.

Background and Discussion:

The Plumas County Sheriff's Office has had a Special Use Permit for the Gopher Hill Range since the mid 1980's. The United States Forest Service has required certain actions be taken in order to prevent lead contaminants and other trash from leaching into the Spanish Creek Drainage. Mediation efforts were completed last year and the U.S.F.S. requires the updated special use permit and Operation plan be signed and filed for continued use of the property.

Action:

Approve and authorize Chair to sign a Special Use Permit between Plumas County Sheriff's Office and the United States Forest Service, Department of Agriculture; effective July 01, 2025; No financial transaction; (No General Fund Impact); approved as to form by County Counsel.

Fiscal Impact:

No Fiscal Impact

Attachments:

1. Gopher Hill Shooting Range Agreement
2. Gopher Hill Special Use Permit

Target Range
Snake Lake Road

Operating Plan

Prepared by: Plumas County Sheriff's Office Date: March 31, 2025
(Permit Holder)

Reviewed by: Undersheriff Chad Hermann Date: March 31, 2025
(Public Service Staff)

Approved by: _____ Date: _____
(District Ranger)

INTRODUCTION

The objective of the Forest Service and the Plumas County Sheriff's Office in developing this Operating Plan is to assure a quality level of service, maintenance, and safety of the facilities for users while retaining the natural resource value.

This operating plan may be modified by mutual consent of the Authorized Officer and the Permit Holder.

The operating plan shall be approved by the District Ranger. This Operating Plan is divided into 3 categories (I) OPERATION, (II) MAINTENANCE and (III) OPERATING CONDITIONS.

I. OPERATION

A. Sheriff's Office Employees

1. The Permit Holder will comply with State of California Labor laws. When the Holder is not on site, a designated representative having authority to act on behalf of the Holder will be present or available.

2. The permit area will be managed and supervised by the following:

(List names and titles of management and supervisory personnel. These people may be contacted in case of an emergency.)

Name: Plumas County Sheriff's Office Telephone #: 530-283-6375

Title: Sheriff's Office

Name: Plumas County Board of Supervisors Telephone #: 530-283-6170

Title: County Government

Management personnel will oversee all employees, operations, and improvements of the permit area. They will make frequent inspections of the facilities.

3. Employees will be neat, clean, and courteous to the public at all times.

B. Season of Use

Planned Season: __Shooting range is open to the daily. Range is used by law enforcement agencies on a routine basis.

C. Insurance Requirements: This permit requires the holder to carry public liability insurance. The insurance policy will:

1. Name the U.S. Government as Additional Insured.
2. Be provided to the Forest Service (sent a complete Authenticated Copy).
3. Have a 30-day written cancellation notice provision.

D. Emergency Procedures: In any emergency, the permittee will call the following in the order listed:

1. 911 - to report emergency
2. Plumas National Forest Dispatch @ 283-0193
3. Mt. Hough Ranger District @ 283-0555

other contacts that may be notified include:

Plumas County Environmental Health 283-6355

E. Reporting Responsibility

1. All serious or fatal injuries should be reported immediately to the Forest Service Emergency Command Center [530-283-0193]. The Forest Service should be contacted as soon as possible after the emergency situation is stabilized. A serious injury is one that requires admission to a hospital. Minor injuries (injuries requiring medical attention but not admission to a hospital) should be reported to the Forest Service in writing on a monthly basis. Incidents requiring only first aid need not be reported.

Report should include the following information:

Nature of incident
Name of victim(s)
Location of incident
Date/Time of incident
other agencies involved

2. All serious vehicle accidents (those involving fatalities, injuries or property damage in excess of \$3000.00) should be reported immediately to the Forest Service Emergency Command Center. Any accident, within the permit boundary, involving a vehicle operated by the permit holder, a resort employee, volunteer or host must be reported within 24 hours regardless of extent.

3. For the most part, the operation of the permit area does not differ from the operation of other private businesses. Procedures used for law enforcement in the private sector will be followed. The Permit Holder should report all enforcement contacts which could cause a threat to the public, this includes burglaries, assault, disturbances or teen age drinking problems to the Forest Service.

F. Cleaning Policy: Trash and debris will be moved from the shooting range quarterly and will encourage the general public to pack their trash out as well.

G. Signing

All signing desired by the Permit Holder must be approved by the Forest Service. This includes color, material, content and location of the signs to be used. The signs will be placed where they will be most effective.

H. Health and Safety

1. The Permit Holder will be responsible for periodic, documented safety inspections and corrective actions to be taken for safety hazards.
2. The Forest Service will assist when requested to review possible hazardous trees. Hazard trees will be felled at Permit Holder's expense after obtaining Forest Service approval.
3. Trash left and scattered by animals is the responsibility of the holder.

II. MAINTENANCE

A. Major Maintenance:

Permit Holder will follow the Maintenance Plan attached to and made a part of this plan. All items will be completed by date specified unless otherwise agreed in writing.

B. Routine Maintenance:

Permit Holder will perform regular maintenance on items needing repair. This includes, but is not limited to, painting; maintaining/replacing boards, shooting platforms, building materials; etc.

III. OPERATING CONDITIONS

A. Storage and Work Space

Storage of equipment and supplies may be permitted with the prior approval of the Forest Service.

B. Parking - Designated area shall be kept clean and free of debris.

C. Public Notification Procedures for Non-Discrimination Requirements

1. The Forest Service is committed to providing services to everyone without regard to race, creed, sex, religion, age, national origin, familial status, political affiliation or disability. The Permit Holder will identify specific actions they will take to advise general publics of program availability and the requirements for non-discrimination.
2. All informational materials including websites and social media platforms, provided to the public will contain a statement that the facility is operated on a non-discriminatory basis. If photographs and other graphics are used they will convey the message of equal opportunity. A statement of non-discrimination is required in all materials published and distributed by the Permit Holder. We recommend the following non-discrimination wording be used:

"This facility is operated under a Special Use Permit on land under the jurisdiction of the Forest Service, USDA. USDA prohibits discrimination on the basis of race, color, national origin, sex, religion, age, disability, political affiliation and familial status. Persons believing they have been discriminated against should contact the Secretary, US Department of Agriculture, Washington, DC 20250, or call 202-720-7327 (voice), or 202-720-1127 (TDD)."

D. Public Service Training Standards: The Permit Holder and employees will maintain a positive, helpful attitude in dealing with the public. The Permit Holder will provide training to public contact employees.

2025 MAINTENANCE PLAN

1. Activity: Trash removal

Responsible person: Agency using the range / P.C.S.O.

Frequency: Every 3 months

Action taken: _____

2. Activity: Water catch basins

Responsible person: Plumas County

Frequency: Yearly

Action taken: Add straw as needed

3. Activity _____

Responsible person: _____

Frequency: _____

Action taken: _____

4. Activity: _____

Responsible person: _____

Frequency: _____

Action taken: _____

STANDARD FORM 299
APPLICATION FOR TRANSPORTATION, UTILITY SYSTEMS, TELECOMMUNICATIONS AND FACILITIES
ON FEDERAL LANDS AND PROPERTY

FORM APPROVED
 OMB Control Number: 0596-0249
 Expiration Date: 02/28/2023

FOR AGENCY USE ONLY

Application Number

Date Filed

3. Applicant telephone number and email:

(530) 283-6361
 chermann@pcso.net

Authorized agent telephone number and email:

(530) 283-6361
 chermann@pcso.net

NOTE: Before completing and filing the application for an authorization (easement, right-of-way, lease, license or permit), the applicant should completely review this package, including instructions, and schedule a pre-application meeting with representatives of the agency responsible for processing the application. Each agency may have specific and unique requirements to be met in preparing and processing the application. Many times, with the help of the agency representative, the application can be completed at the pre-application meeting.

1. Name and address of applicant Plumas County Sheriff's Office 1400 East Main Street, Quincy, CA. 95971	2. Name and address of authorized agent if different from item 1	3. Applicant telephone number and email: (530) 283-6361 chermann@pcso.net
4. As applicant are you? (check one)	5. Specify what application is for: (check one)	
a. <input type="checkbox"/> Individual b. <input type="checkbox"/> Corporation* c. <input type="checkbox"/> Partnership/Association* d. <input type="checkbox"/> State Government/State Agency e. <input type="checkbox"/> Local Government f. <input type="checkbox"/> Federal Agency	a. <input type="checkbox"/> New authorization b. <input checked="" type="checkbox"/> Renewing existing authorization number c. <input type="checkbox"/> Amend existing authorization number d. <input type="checkbox"/> Assign existing authorization number e. <input type="checkbox"/> Existing use for which no authorization has been received * f. <input type="checkbox"/> Other*	

* If checked, complete supplemental page

* If checked, provide details under item 7

6. If an individual, or partnership, are you a citizen(s) of the United States? Yes No

7. Project description (describe in detail): (a) Type of use or occupancy, (e.g., canal, pipeline, road, telecommunications); (b) related structures and facilities; (c) physical specifications (Length, width, grading, etc.); (d) term of days/years needed; (e) time of year of use or operation; (f) Volume or amount of product to be transported; (g) duration and timing of construction; and (h) temporary work areas needed for activity/construction
(Attach additional sheets, if additional space is needed.)

This permit covers 8.2 acres, and/or .01 miles and is as described as T24N., RE8, Section 12MDM as shown on the location map attached to and made part of the permit and is issued for the purpose of:

Operating and maintaining a target range which consists of a parking lot and a 12' x 40' pistol house with attached 8' x 12' storage room, 25 yard, 50 yard and 100 yard target holders, a row of 4'x 20' rifle benches, a trap shooting facility with concrete walkways and a 8' x 8' trap house.

Additionally, two lined sediment catch basins located to the north and southwest of the site.

8. Attach a map covering area and show location of project proposal.

9. State or Local government approval: Attached Applied for Not Required

10. Nonrefundable application fee: Attached Not required To be determined by agency

11. Does project cross international boundary or affect international waterways? Yes No (if "yes," indicate on map)

12. Give statement of your technical and financial capability to construct, operate, maintain, and terminate system for which authorization is being requested.

The Sheriff's Office continues to mitigate any trash or hazardous items left on the property.

13a. Describe other alternative locations considered.

N/A

b. Why were these alternatives not selected?

N/A

c. Give explanation as to why it is necessary to use or occupy Federal assets (lands or buildings).

This property has served as a firearms target range for area law enforcement as well as the general public for over 40 years. The intent is to continue to provide an area for law enforcement and the general public to target shoot, thus reducing unapproved target ranges occurring in other areas of the national forest.

14. List authorizations and pending applications filed for similar projects which may provide information to the authorizing agency. (Specify number, date, code, or name)

N/A

15. Provide statement of need for project, including the economic feasibility and items such as: (a) cost of proposal (construction, operation, and maintenance); (b) estimated cost of next best alternative; and (c) expected public benefits.

Maintenance will be to continue to mitigate trash left on site as well as monitor the water collection basins constructed at each end of the range.

16. Describe probable effects on the population in the area, including the social and economic aspects, and the rural lifestyles.

Target shooting is a popular past time for area residents. This range provides an area for local law enforcement to train as needed as well as reduce target shooting by the public in areas of the national forest.

17. Describe likely environmental effects that the proposed project will have on: (a) air quality; (b) visual impact; (c) surface and ground water quality and quantity; (d) the control or structural change on any stream or other body of water; (e) existing noise levels; and (f) the surface of the land, including vegetation, permafrost, soil, and soil stability; and, (g) historic or archaeological resources or properties.

This range has been at this site for over 40 years. The goal would be to continue to keep the area free for trash and debris, continue to monitor the water collection basins and maintain the shoot house and trap range as to not bee an eye sore to the community.

18. Describe the probable effects that the proposed project will have on (a) populations of fish, plant life, wildlife, and marine life, including threatened and endangered species; and (b) marine mammals, including hunting, capturing, collecting, or killing these animals.

Minimal to no harm to animals, fish or plants at this time.

19. State whether any hazardous material, as defined in this paragraph, would be used, produced, transported or stored on or in a federal building or federal lands or would be used in connection with the proposed use or occupancy. "Hazardous material" shall mean (a) any hazardous substance under section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U.S.C. § 9601(14); (b) any pollutant or contaminant under section 101(33) of CERCLA, 42 U.S.C. § 9601(33); (c) any petroleum product or its derivative, including fuel oil, and waste oils; and (d) any hazardous substance, extremely hazardous substance, toxic substance, hazardous waste, ignitable, reactive or corrosive materials, pollutant, contaminant, element, compound, mixture, solution or substance that may pose a present or potential hazard to human health or the environment under any applicable environmental laws. The holder shall not store any hazardous materials at the site without prior written approval from the authorized officer. This approval shall not be unreasonably withheld. If the authorized officer provides approval, this permit shall include (or in the case of approval provided after this permit is issued, shall be amended to include) specific terms addressing the storage of hazardous materials, including the specific type of materials to be stored, the volume, the type of storage, and a spill plan. Such terms shall be proposed by the holder and are subject to approval by the authorized officer.

Primarily lead from bullets being fired. However two collection basins have been constructed to catch and collect the particulates in an effort to eliminate any contamination of adjacent land or waterways

20. Name all the Federal Department(s)/Agency(ies) where this application is being filed.

United States Forest Service

I HEREBY CERTIFY, That I am of legal age and authorized to do business in the State and that I have personally examined the information contained in the application and believe that the information submitted is correct to the best of my knowledge.

Signature of Applicant

Date

Title 18, U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

GENERAL INFORMATION
ALASKA NATIONAL INTEREST LANDS

This application will be used when applying for a right-of-way, permit, license, lease, or certificate for the use of Federal lands which lie within conservation system units and National Recreation or Conservation Areas as defined in the Alaska National Interest lands Conservation Act. Conservation system units include the National Park System, National Wildlife Refuge System, National Wild and Scenic Rivers System, National Trails System, National Wilderness Preservation System, and National Forest Monuments.

Transportation utility systems telecommunication installations facility uses for which the application may be used are:

1. Canals, ditches, flumes, laterals, pipes, pipelines, tunnels, and other systems for the transportation of water.
2. Pipelines and other systems for the transportation of liquids other than water, including oil, natural gas, synthetic liquid and gaseous fuels, and any refined product produced therefrom.
3. Pipelines, slurry and emulsion systems, and conveyor belts for transportation of solid materials.
4. Systems for the transmission and distribution of electric energy.
5. Wired and wireless systems for transmission or reception of radio, television, telephone, telegraph, and other electronic signals, and other means of communications.
6. Improved right-of-way for snow machines, air cushion vehicles, and all-terrain vehicles.
7. Roads, highways, railroads, tunnels, tramways, airports, landing strips, docks, and other systems of general transportation.

This application must be filed simultaneously with each Federal department or agency requiring authorization to establish and operate your proposal.

In Alaska, the following agencies will help the applicant file an application and identify the other agencies the applicant should contact and possibly file with:

Department of Agriculture
Regional Forester, Forest Service (USFS)
P.O. Box 21628
Juneau, Alaska 99802-1628
Telephone: (907) 586-7847 *(or a local Forest Service Office)*

Department of the Interior
Bureau of Indian Affairs (BIA)
Alaska Regional Office
709 West 9th Street
Juneau, Alaska 99802
Telephone: (907) 586-7177

Department of the Interior
Alaska State Office
Bureau of Land Management
222 West 7th Avenue #13
Anchorage, Alaska 99513
Public Room: 907-271-5960
FAX: 907-271-3684
(or a local BLM Office)

U.S. Fish & Wildlife Service (FWS)
Office of the Regional Director 1011
East Tudor Road Anchorage, Alaska
99503 Telephone: (907) 786-3440

National Park Service (NPS)
Alaska Regional Office
240 West 5th Avenue
Anchorage, Alaska 99501
Telephone: (907) 644-3510

Department of Transportation
Federal Aviation Administration
Alaska Region AAL-4, 222 West 7th Ave., Box 14
Anchorage, Alaska 99513-7587
Telephone: (907) 271-5285

NOTE - The Department of Transportation has established the above central filing point for agencies within that Department. Affected agencies are: Federal Aviation Administration (FAA), Coast Guard (USCG), Federal Highway Administration (FHWA), Federal Railroad Administration (FRA).

OTHER THAN ALASKA NATIONAL INTEREST LANDS

Use of this form is not limited to National Interest Conservation Lands of Alaska.

Individual department/agencies may authorize the use of this form by applicants for transportation, utility systems, telecommunication installations and facilities on other Federal lands outside those areas described above.

For proposals located outside of Alaska, applications will be filed at the local agency office or at a location specified by the responsible Federal agency.

SPECIFIC INSTRUCTIONS
(Items not listed are self-explanatory)

- 7 Attach preliminary site and facility construction plans. The responsible agency will provide instructions whenever specific plans are required.
- 8 Generally, the map must show the section(s), township(s), and range(s) within which the project is to be located. Show the proposed location of the project on the map as accurately as possible. Some agencies require detailed survey maps. The responsible agency will provide additional instructions.
- 9, 10, and 12 The responsible agency will provide additional instructions.
- 13 Providing information on alternate locations in as much detail as possible, discussing why certain locations were rejected and why it is necessary to use Federal assets will assist the agency(ies) in processing your application and reaching a final decision. Include only reasonable alternate locations as related to current technology and economics.
- 14 The responsible agency will provide instructions.
- 15 Generally, a simple statement of the purpose of the proposal will be sufficient. However, major proposals located in critical or sensitive areas may require a full analysis with additional specific information. The responsible agency will provide additional instructions.
- 16 through 19 Providing this information with as much detail as possible will assist the Federal agency(ies) in processing the application and reaching a decision. When completing these items, you should use a sound judgment in furnishing relevant information. For example, if the project is not near a stream or other body of water, do not address this subject. The responsible agency will provide additional instructions.

Application must be signed by the applicant or applicant's authorized representative.

Note - Filings with any Interior agency may be filed with any office noted above or with the Office of the Secretary of the Interior, Regional Environmental Officer, P.O. Box 120, 1675 C Street, Anchorage, Alaska 99513.

EFFECT OF NOT PROVIDING INFORMATION

Disclosure of the information is voluntary. If all the information is not provided, the proposal or application may be rejected.

DATA COLLECTION STATEMENT

The Federal agencies collect this information from proponents and applicants requesting a right-of-way, permit, license, lease, or certification for use of Federal assets. The Federal agencies use this information to evaluate a proponent's or applicant's proposal to use Federal assets.

BURDEN STATEMENT

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0249. The time required to complete this information collection is estimated to average 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The authority to collect this information is derived from 47 U.S.C. 1455(c)(3) and 16 U.S.C. 3210.

USDA NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

SUPPLEMENTAL

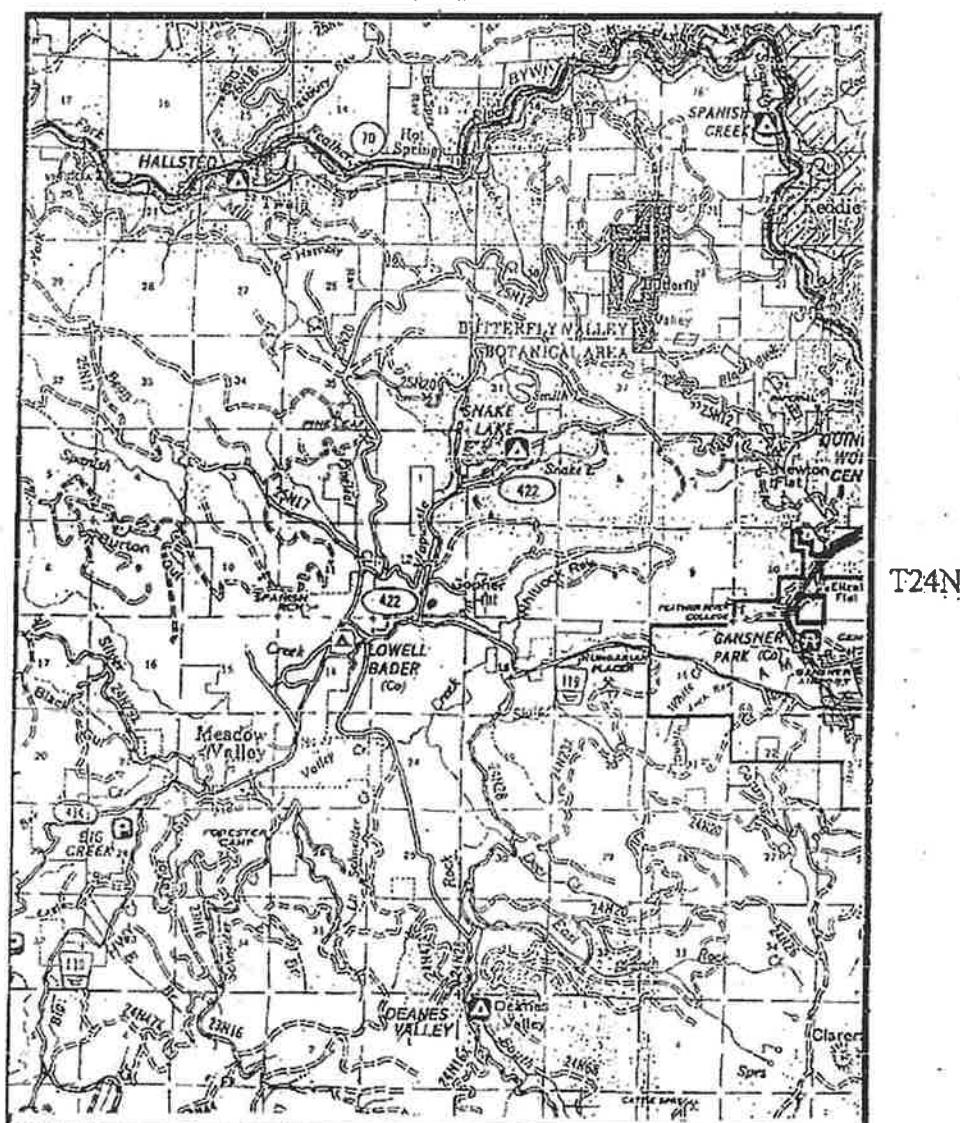
NOTE: The responsible agency(ies) will provide instructions		CHECK APPROPRIATE BLOCK	
I - PRIVATE CORPORATIONS		ATTACHED	FILED*
a. Articles of Incorporation		<input type="checkbox"/>	<input type="checkbox"/>
b. Corporation Bylaws		<input type="checkbox"/>	<input type="checkbox"/>
c. A certification from the State showing the corporation is in good standing and is entitled to operate within the State		<input type="checkbox"/>	<input type="checkbox"/>
d. Copy of resolution authorizing filing		<input type="checkbox"/>	<input type="checkbox"/>
e. The name and address of each shareholder owning 3 percent or more of the shares, together with the number and percentage of any class of voting shares of the entity which such shareholder is authorized to vote and the name and address of each affiliate of the entity together with, in the case of an affiliate controlled by the entity, the number of shares and the percentage of any class of voting stock of that affiliate owned, directly or indirectly, by that entity, and in the case of an affiliate which controls that entity, the number of shares and the percentage of any class of voting stock of that entity owned, directly or indirectly, by the affiliate.		<input type="checkbox"/>	<input type="checkbox"/>
f. If application is for an oil or gas pipeline, describe any related right-of-way or temporary use permit applications, and identify previous applications.		<input type="checkbox"/>	<input type="checkbox"/>
g. If application is for an oil and gas pipeline, identify all Federal lands by agency impacted by proposal.		<input type="checkbox"/>	<input type="checkbox"/>
II - PUBLIC CORPORATIONS			
a. Copy of law forming corporation		<input type="checkbox"/>	<input type="checkbox"/>
b. Proof of organization		<input type="checkbox"/>	<input type="checkbox"/>
c. Copy of Bylaws		<input type="checkbox"/>	<input type="checkbox"/>
d. Copy of resolution authorizing filing		<input type="checkbox"/>	<input type="checkbox"/>
e. If application is for an oil or gas pipeline, provide information required by item "I - f" and "I - g" above.		<input type="checkbox"/>	<input type="checkbox"/>
III - PARTNERSHIP OR OTHER UNINCORPORATED ENTITY			
a. Articles of association, if any		<input type="checkbox"/>	<input type="checkbox"/>
b. If one partner is authorized to sign, resolution authorizing action is		<input type="checkbox"/>	<input type="checkbox"/>
c. Name and address of each participant, partner, association, or other		<input type="checkbox"/>	<input type="checkbox"/>
d. If application is for an oil or gas pipeline, provide information required by item "I - f" and "I - g" above.		<input type="checkbox"/>	<input type="checkbox"/>

*If the required information is already filed with the agency processing this application and is current, check block entitled "Filed." Provide the file identification information (e.g., *number, date, code, name*). If not on file or current, attach the requested information.

VICINITY MAP

Plumas County Target Range

R8E



T24N

- Permit area located in the NW1/4, SE1/4 Section 12, T24N., R8E., MDB&M

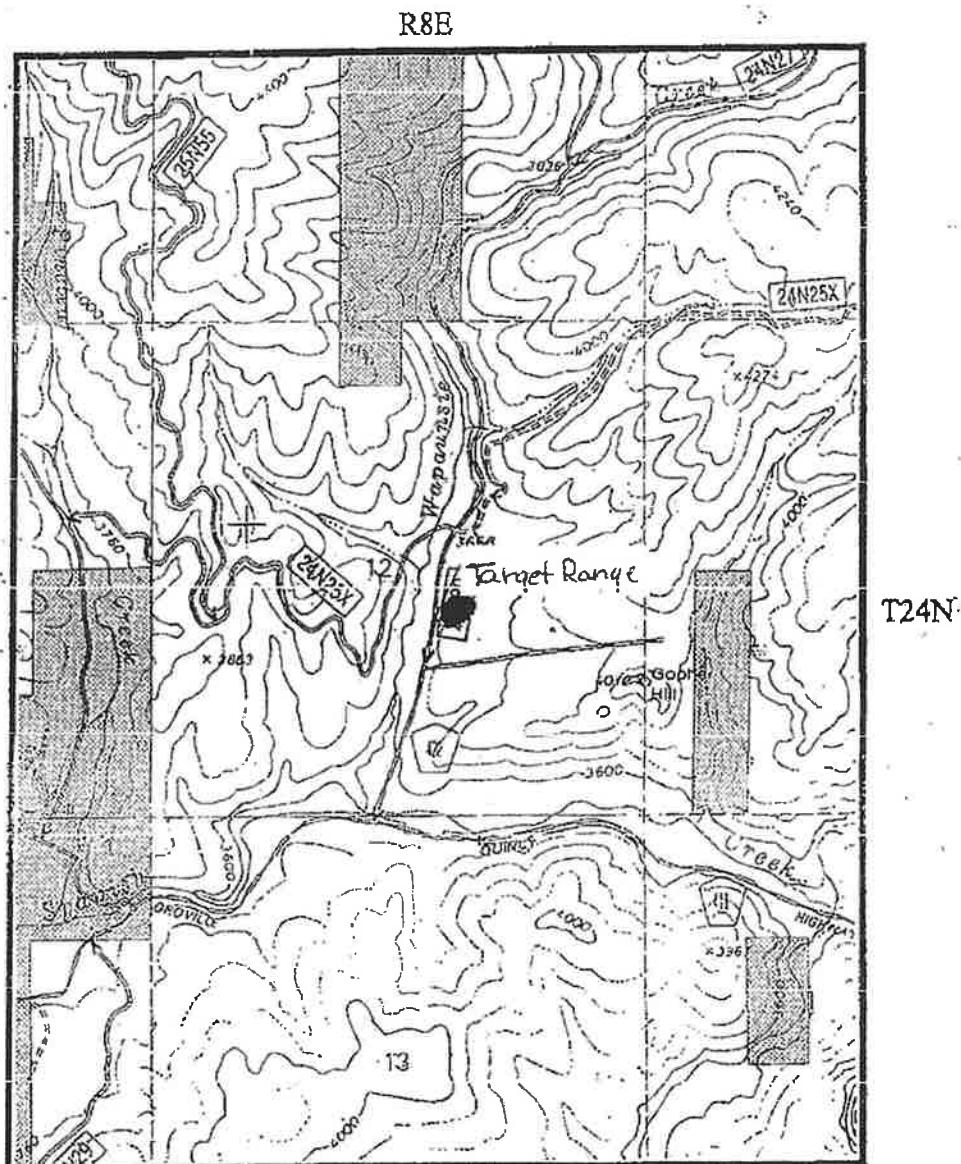
MAP NOT TO SCALE

Prepared by: Peggy Gushfjord 11/99



LOCATION MAP

Plumas County Target Range



Permit area located in the NW 1/4, SE 1/4 Section 12, T24N., R8E., MDB&M

MAP NOT TO SCALE

Prepared by: Peggy Gustafson 11/99

N



Imagery ©2024 CNES / Airbus, Maxar Technologies, Map data ©2024 20 ft

Google Maps can't find *T24N, R8E, Section 12 MDBM.*

Make sure your search is spelled correctly. Try adding a city, state, or zip code.

Try Google Search instead

Should this place be on Google Maps?

[Add a missing place](#)



**PLUMAS COUNTY
PUBLIC WORKS DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Rob Thorman, Director of Public Works

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Chair to sign and execute **Amendment No. 1 to the Agreement between Plumas County Public Works and the Professional Services Agreement with Bender Rosenthal Inc (total \$18,203.04)** for property appraisal, right-of-way management and title / escrow services required for the East Quincy Meadow Lane Project. No general fund impact. Road Funds. Approved as to form by County Counsel.

Recommendation:

The Department of Public Works respectfully requests that the Board of Supervisors authorize the Chair to execute Amendment No. 1 to the Professional Service Agreement with Bender Rosenthal, Inc, totaling \$18,203.04 to assist with the Meadow Lane right-of-way issues and owner coordination.

Background and Discussion:

The Plumas County Department of Public Works is working to resolve issues along Meadow Lane including correcting a road grant deed that is shifted too far to the west, property gaps and overlaps and adjusting parcel lines. While correcting these issues the property owners on the east side of Meadow Ln will be affected. Bender Rosenthal Inc (BRI) is able to perform property appraisals and will coordinate with the two owners on the east side to provide required compensation for the right-of-way adjustment.

Action:

Approve and authorize Chair to sign and execute Amendment No. 1 to the Agreement between Plumas County Public Works and the Professional Services Agreement with Bender Rosenthal Inc (total \$18,203.04) for property appraisal, right-of-way management and title / escrow services required for the East Quincy Meadow Lane Project. No general fund impact. Road Funds. Approved as to form by County Counsel.

Fiscal Impact:

No General Fund impact. Road fund.

Attachments:

1. BRI-Amendment-1

**AMENDMENT NO. 1
to the
PROFESSIONAL SERVICES AGREEMENT**

**On-Call Right-of-Way Engineering and
Acquisition Services for Transportation
Improvements Projects**

The September 22, 2022, PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS ("County") and Bender Rosenthal Inc., a California Corporation ("Consultant"), County Contract No. P.W.R.D. 23-002 is hereby amended as follows:

Project Background

The Plumas County Department of Public Works is working to resolve issues along Meadow Ln including correcting a road grant deed that is shifted too far to the west, property gaps and overlaps and adjusting parcel lines. While correcting these issues the property owners on the east side of Meadow Ln will be affected. Bender Rosenthal Inc (BRI) is able to perform property appraisals and will coordinate with the two owners on the east side to provide required compensation for the right-of-way adjustment.

Scope of Work

The scope of work will include right-of-way project management, appraisal services, acquisition services, title and escrow services as identified in the Scope of Work, which is attached hereto as Exhibit "A".

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "A" and incorporated herein by this reference. The cost is Eighteen Thousand Two Hundred and Three and 04/100 Dollars (\$18,203.04).

Consultant shall submit an invoice to the County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Project Schedule

The Consultant shall complete the work, set forth above in the Project Schedule which is mentioned hereto on Exhibit "A".

Term

The term of this Agreement commences June 10, 2025, and shall remain in effect through May 30, 2026, unless terminated earlier pursuant to this Agreement.



 Consultants



County Initials

Other Contract Provisions.

All other contract provisions set forth in the September 22, 2022, Professional Services Agreement first referenced above remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to be executed by and through their respective authorized officers, as of the date first above written.

CONTRACTOR:

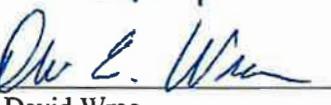
Bender Rosenthal Inc.

By: 

Name: Renee Baur

Title: CEO/Secretary

Date signed: 5/28/2025

By: 

Name: David Wraa

Title: Vice President

Date signed: 5/28/2025

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____

Kevin Goss

Chair, Board of Supervisors

Date signed: _____

ATTEST:

By: _____

Allen Hiskey

Clerk of the Board of Supervisors

Date signed: _____

Approved as to form:


Joshua Brechtel, Attorney
County Counsel's Office

Taxpayer ID Number — 41-2034507

Attachments: Exhibit A

2

 RB
 DW
Consultants

 AH
County Initials

EXHIBIT "A"



**BENDER
ROSENTHAL
INCORPORATED**

May 19, 2025

Andrew Hammond, PE | PLS
Associate Engineer
Plumas County Public Works
1834 E Main Street
Quincy, CA 95971

ORIGINAL BY EMAIL:
AndrewHammond@countyofplumas.com

**RE: RIGHT OF WAY SERVICES SCOPE AND QUOTE
MEADOW LANE PROJECT**

Dear Mr. Hammond,

Bender Rosenthal Inc. (BRI) appreciates the opportunity to submit a scope and fee to provide right of way services to Plumas County Public Works (County) for the Meadow Lane Project (Project). BRI understands that the Project will require additional right of way from four (4) parcels, APNs 116-143-002, 116-150-028, 116-150-030 and 116-150-027, under two (2) ownerships, Stanley and Paula Buus and Andy and Ronda Feinblum.

The following outlines BRI's scope, methodology, timeline, and fee for this project.

SCOPE OF WORK

TASK 1 - RIGHT OF WAY PROJECT MANAGEMENT

Rebekah Green will serve as the Project Manager and will oversee the performance of the tasks involved in the delivery of the right of way. Upon receipt of Notice to Proceed (NTP), Rebekah will discuss the expectations with the County to define a common understanding about project details, critical issues and processes, and roles and responsibilities associated with the right of way activities. Typical tasks include providing status updates, attending meetings, and making recommendations on right of way issues.

Deliverables: Bi-weekly updates; Attendance at project meetings as required.

TASK 2 - RESTRICTED APPRAISAL SERVICES

BRI will develop two (2) restricted appraisals of the estimated fair market value of the rights to be acquired. The appraisal will be an abbreviated narrative report that will be prepared in conformance with and subject to the requirements of the Code of Professional Ethics and the Standards of Professional Practice of the Appraisal Institute, which fully incorporate the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation, requirements related to the Uniform Relocation Assistance and Real Property Acquisition Act and state and federal statutes.

Deliverables: Two (2) electronic Restricted Appraisal Report that meets all State and Federal Standards. Up to two (2) Printed and bound copies will be provided upon request.

TASK 3 - ACQUISITION SERVICES

Upon completion of the appraisal and establishment of just compensation, BRI will develop the contract and conveyance documents necessary to make the offers and acquire the necessary rights. Each offer package will be reviewed internally for quality measures. BRI will then convey documents until acceptance or impasse is reached.

BRI will contact or attempt to contact each property owner at least six (6) times within the first sixty (60) days of approval to proceed and will make additional contacts by phone, e-mail, or through the postal service. Finally, BRI will prepare a final file for each parcel, ensuring that it has been quality-checked and meets State and Federal reporting requirements.

Deliverables: Acquisition of property rights from two (2) ownerships, with files on each negotiation, acquisition, and project settlement.

TASK 4 - TITLE & ESCROW SERVICES

Escrow services will be required to finalize each acquisition transaction. BRI will deliver documents and checks to the escrow company, review title and escrow documents, and apply extensive acquisition experience so that the project acquires good title and property rights necessary for completion. BRI will coordinate escrow closings and file all applicable forms and documents with the County Assessor's office if needed.

Deliverables: Facilitate Title and Escrow support as outlined above for two (2) ownerships.

ADDITIONAL SERVICES

If additional services are required beyond the tasks captured in this proposal, (post appraisal meetings, consultations, etc.) BRI will submit a request for a budget amendment. These tasks will not commence prior to written authorization.

PROJECT SCHEDULE

The restricted appraisal reports will be expedited and delivered within six (6) to eight (8) weeks of Notice to Proceed. Acquisition tasks are anticipated to take place over three (3) to six (6) months.

FEES PROPOSAL

The fee for services for the Meadow Lane Project is **\$18,203.04**.

RIGHT OF WAY TASK	UNIT / HOURS	LUMP SUM / RATE	SUBTOTAL
PROJECT MANAGEMENT	8	\$169.13	\$1,353.04
RESTRICTED APPRAISAL SERVICES	2	\$3,600	\$7,200
ACQUISITION SERVICES	2	\$3,500	\$7,000
TITLE & ESCROW SERVICES	2	\$1,200	\$2,400
Other Direct Costs (Mileage/Postage/Notary)			\$250
TOTAL FEE			\$18,203.04

Acquisition services will be billed at the following milestones:

MILESTONE BILLING	
Item Description	Cost
Offer package sent	\$1,500
Sixty (60) days or when an agreement is reached, whichever is sooner	\$1,500
Final project closeout; files transmitted to the County	\$500

Escrow services will be billed at the following milestones:

MILESTONE BILLING	
Item Description	Cost
Funds deposited into escrow	\$600
Escrow Closes	\$600

Thank you for the opportunity to submit a proposal to work on this Project. Should you have any questions regarding this scope and fee, please reach out to Project Manager Rebekah Green at r.green@benderrosenthal.com or at (916) 978.4900, Ext. 2065.

We look forward to working with you.

Sincerely,
BENDER ROSENTHAL, INC.



Renee Baur, PMP
CA Real Estate Broker
Chief Executive Officer



**PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Audrey Rice, Management Analyst I

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Public Health Agency to recruit and fill, funded and allocated, vacant (1) extra-help assistant cook position for the Senior Nutrition program at the Portola site; (No General Fund Impact) (Senior Services).

Recommendation:

The Director of Public Health respectfully recommends that the Board of Supervisors authorize the Department to fill the vacancy of one (1) extra help Assistant Cook position for the Senior Nutrition program at the Portola site.

Background and Discussion:

The Department is requesting to fill the vacancy of one (1) extra-help assistant cook position for Senior Nutrition site in Portola due to the limited availability of other extra-help employees.

The appropriate Critical Staffing Questionnaires and Departmental Organizational Chart are attached.

Action:

Approve and authorize Public Health Agency to recruit and fill, funded and allocated, vacant (1) extra-help assistant cook position for the Senior Nutrition program at the Portola site; (No General Fund Impact) (Senior Services).

Fiscal Impact:

(No General Fund Impact) (Senior Services)

Attachments:

1. Assistant Cook_202210141608507573
2. 4-Seniors Nutrition & Transportation
3. Critical Staffing Request Asst. Cook

ASSISTANT COOK

DEFINITION

Under supervision, job will assist in preparing and serving of food; perform semiskilled and skilled work in cleaning kitchen equipment and assists in the overall food service operation in the senior nutrition site; and does related work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents under supervision of the Site Manager and with lead direction provided by the Head Cook assists the Head Cook with all phases of food service operation. This class is distinguished from the Head Cook position because they do not have overall responsibility for food preparation at a nutrition site and they will work under closer supervision than the Head Cook.

REPORTS TO

Site manager with lead direction from the Head Cook.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

EXAMPLES OF DUTIES

- Scrapes, cleans, steams, or washes dishes, silverware, trays, pots pans, glassware and other kitchen utensils.
- Scrubs and peels vegetables.
- Prepares salads, beverages, deserts and assists Head Cook with the more routine phases with meal preparation.
- Including preparation of entrees/main dishes.
- May weigh and portion food in accordance with directions.
- Assembles or assists in assembling and loading food trays and packages for distribution from the nutrition site.
- Cleans food service area including floors, kitchen equipment, and food preparation areas.

ASSISTANT COOK - 2

TYPICAL PHYSICAL REQUIREMENTS

Stand for extended periods; physical ability to lift up to 50 pound without assistance; use of kitchen tools and equipment, including knives, hand and power equipment; normal manual dexterity and hand-eye coordination; corrected hearing vision to normal range; stoop, kneel, bend to pick up or move objects; verbal communication skills.

TYPICAL WORKING CONDITIONS

Work is performed in the Senior Nutrition Center including kitchen and dining room environments; contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of

- Proper food handling methods and techniques.
- Kitchen safety and sanitation practices.
- Preparation of salads, vegetables, desserts and sandwiches.
- Methods of cleaning and care of utensils, equipment and work areas.

Ability to

- Follow oral and written instructions.
- Understand and follow recipes in food preparation.
- Safe operation and use of food service equipment.
- Determine proper quantities food.
- Use sanitary food handling techniques.
- Read write and do mathematic computations, at a level necessary for successful for job performance.
- Obtain and maintain valid CPR and First Aid Certification.
- Establish and maintain effective working relationships.

ASSISTANT COOK - 3

Training and Experience

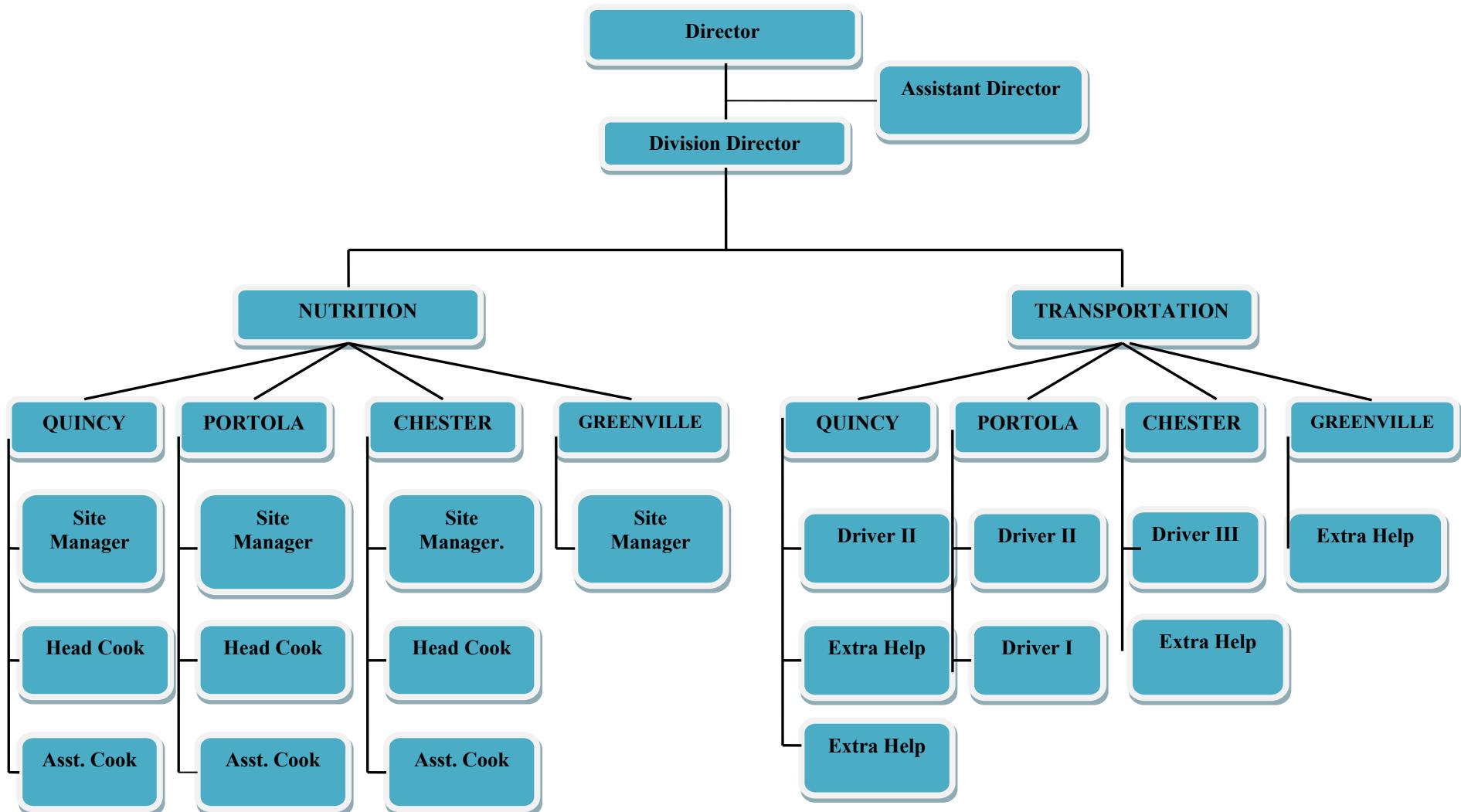
Any combination of training and experience, which would likely provide would likely provide the required knowledge and abilities is qualifying.

Experience in food preparation requiring use of sanitary food handling techniques, cleaning of kitchen and food preparation areas.

Subject to work all county holidays except New Years, Labor Day, Memorial Day, July 4, Thanksgiving and Christmas, as specified by the Area on Aging.

PLUMAS COUNTY PUBLIC HEALTH AGENCY
SENIOR NUTRITION & TRANSPORTATION DIVISION

4



QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Assistant Cook / Public Health Agency

- Is there a legitimate business, statutory or financial justification to fill the position?

Assistant Cooks aid with cooking, packaging, serving, as well as cleaning at the site and filling in as the Head Cook when necessary. The assistant cook must have knowledge of proper preparation and food handling methods as well as kitchen safety and sanitation practices.

- Why is it critical that this position be filled at this time?

Not filling this position will hinder the services that Senior Nutrition is able to provide its clientele.

- How long has the position been vacant?

N/A Extra-help

- Can the department use other wages until the next budget cycle?

The department's wage and benefits portion of the 24/25 budget includes funds for this position.

- What are staffing levels at other counties for similar departments and/or positions?

No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.

- What core function will be impacted without filling the position prior to July 1? **N/A**

- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**

- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding. What impact will this reduction plan have to other County departments? **N/A**

- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**

- Does the budget reduction plan anticipate the elimination of any of the requested positions? **No**

- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? **No change in General Fund support since this is already a budgeted position**

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

FY 17/18 = \$545,661

FY18/19 = \$582,102

FY19/20 = \$1410,133



**PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Audrey Rice, Management Analyst I

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Public Health Agency to recruit and fill, funded and allocated, vacant (1) extra-help driver position for the Senior Services program; (No General Fund Impact) (Senior Services).

Recommendation:

The Director of Public Health respectfully recommends that the Board of Supervisors authorize the Department to fill the vacancy of one (1) extra-help driver position for Senior Services program.

Background and Discussion:

The Department is requesting to fill the vacancy of one (1) extra-help driver position for Senior Services due to increased need due to limited availability of other extra-help employees.

The appropriate Critical Staffing Questionnaires and Departmental Organizational Chart are attached.

Action:

Approve and authorize Public Health Agency to recruit and fill, funded and allocated, vacant (1) extra-help driver position for the Senior Services program; (No General Fund Impact) (Senior Services).

Fiscal Impact:

(No General Fund Impact) (Senior Services)

Attachments:

1. Driver I II III_201409191723035148-2
2. Driver I II III_201409191723035148-3
3. Driver I II III_201409191723035148-1
4. Critical Staffing Request Driver
5. 4-Seniors Nutrition & Transportation

DRIVER I, II & III

DEFINITION

Under the direct supervision of the Senior Services Division Director or designee be responsible for the safe operation of the buses in the Senior Transportation division of the Plumas County Public Health Agency in accordance with County Policy and all other applicable state and federal guideline. Complies with all traffic regulations. Completes all reports required. All positions are part-time.

DISTINGUISHING CHARACTERISTICS

Drives bus to transport seniors to and from the Nutrition Site, Doctor appointments and shopping at specified times. Assist passengers while boarding and unloading; load wheel chair clients; be aware of passenger's comfort. Daily safety inspection of bus for gas, oil, tires before departing for duty.

Driver II: Be able to drive any of the buses and any route in the county.

Driver III: Have had special training. Able to help train new drivers in wheel chair tie downs and other duties.

REPORTS TO

Division Director of Senior Services or designee.

CLASSIFICATIONS DIRECTLY SUPERVISED

None

EXAMPLES OF DUTIES

- Maintain complex records, logs and ability to accurately follow regulations and guidelines.
- Receive scheduling and directions from Site Manager.
- Deliver homebound meals.
- Ability to interact with Seniors in a professional and friendly manner.
- Ability to communicate (verbally) and clearly with a variety of individuals.

Drivers I, II & III – 2

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; climb, bend, stoop, twist, crouch and kneel to secure wheelchairs and conduct vehicle inspections; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication. Be able to push wheel chair clients. Get in and out of bus to deliver meals. Lift up to 50 pounds.

DESIRABLE QUALIFICATIONS

- Shall possess the physical ability to perform all duties of the position.
- Ability to read, write and communicate effectively.
- Display proficiency in the operation of the buses and the safety of the passengers.
- Ability to pass a Pre-Employment drug screen and criminal background check in accordance with all applicable laws regarding the nature of employment.
- Observe safety as a priority while performing all duties.

Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Must have a high school diploma or equivalent. Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. CPR required and First Aid preferred.

Special Requirements:

Must have Class B California Driver's License with passenger endorsement; a good driving record and be insurable under the County's Insurance Policy. (The valid Class B California Drivers License must be maintained throughout employment.)

Drivers need to be able to load, tie down chairs, and unload wheel chair clients. Pick up large containers of packaged meals and deliver meals to homebound clients.

Must participate in random drug testing.

Subject to work all county holidays except New Years, Labor Day, Memorial Day, July 4, Thanksgiving and Christmas, as specified by the Area on Aging.

DRIVER I, II & III

DEFINITION

Under the direct supervision of the Senior Services Division Director or designee be responsible for the safe operation of the buses in the Senior Transportation division of the Plumas County Public Health Agency in accordance with County Policy and all other applicable state and federal guideline. Complies with all traffic regulations. Completes all reports required. All positions are part-time.

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REPORTS TO

Division Director of Senior Services or designee.

CLASSIFICATIONS DIRECTLY SUPERVISED

None

EXAMPLES OF DUTIES

- Maintain complex records, logs and ability to accurately follow regulations and guidelines.
- Receive scheduling and directions from Site Manager.
- Deliver homebound meals.
- Ability to interact with Seniors in a professional and friendly manner.
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Drivers I, II & III – 2

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; climb, bend, stoop, twist, crouch and kneel to secure wheelchairs and conduct vehicle inspections; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication. Be able to push wheel chair clients. Get in and out of bus to deliver meals. Lift up to 50 pounds.

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Subject to work all county holidays except New Years, Labor Day, Memorial Day, July 4, Thanksgiving and Christmas, as specified by the Area on Aging.

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Under the direct supervision of the Senior Services Division Director or designee be responsible for the safe operation of the buses in the Senior Transportation division of the Plumas County Public Health Agency in accordance with County Policy and all other applicable state and federal guideline. Complies with all traffic regulations. Completes all reports required. All positions are part-time.

DISTINGUISHING CHARACTERISTICS

Drives bus to transport seniors to and from the Nutrition Site, Doctor appointments and shopping at specified times. Assist passengers while boarding and unloading; load wheel chair clients; be aware of passenger's comfort. Daily safety inspection of bus for gas, oil, tires before departing for duty.

Driver II: Be able to drive any of the buses and any route in the county.

Driver III: Have had special training. Able to help train new drivers in wheel chair tie downs and other duties.

REPORTS TO

Division Director of Senior Services or designee.

CLASSIFICATIONS DIRECTLY SUPERVISED

None

EXAMPLES OF DUTIES

- Maintain complex records, logs and ability to accurately follow regulations and guidelines.
- Receive scheduling and directions from Site Manager.
- Deliver homebound meals.
- Ability to interact with Seniors in a professional and friendly manner.
- Ability to communicate (verbally) and clearly with a variety of individuals.

Drivers I, II & III – 2

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; climb, bend, stoop, twist, crouch and kneel to secure wheelchairs and conduct vehicle inspections; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication. Be able to push wheel chair clients. Get in and out of bus to deliver meals. Lift up to 50 pounds.

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- Shall possess the physical ability to perform all duties of the position.
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Must have a high school diploma or equivalent. Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. CPR required and First Aid preferred.

Special Requirements:

Must have Class B California Driver's License with passenger endorsement; a good driving record and be insurable under the County's Insurance Policy. (The valid Class B California Drivers License must be maintained throughout employment.)

Drivers need to be able to load, tie down chairs, and unload wheel chair clients. Pick up large containers of packaged meals and deliver meals to homebound clients.

Must participate in random drug testing.

Subject to work all county holidays except New Years, Labor Day, Memorial Day, July 4, Thanksgiving and Christmas, as specified by the Area on Aging.

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Extra-help Driver / Public Health Agency

- Is there a legitimate business, statutory or financial justification to fill the position?

This position is critical to provide transportation for seniors who require help in going from one location to another.

- Why is it critical that this position be filled at this time?

The Driver assists passengers while boarding and unloading; load wheel chair clients and is aware of passengers comfort. Proper reporting, including numbers served by location and type of service is essential to maintain AAA funding and contracts, which are based on utilization. Any reductions to Senior Services impact older members of our communities far more than they would other county departments

- How long has the position been vacant?

N/A – Extra Help

- Can the department use other wages until the next budget cycle?

The department's wage and benefits portion of the 24/245 budget includes funds for this position.

- What are staffing levels at other counties for similar departments and/or positions?

No specific research has been performed for this position. However, past research tasks have identified Plumas County as being consistent with neighboring Counties.

- What core function will be impacted without filling the position prior to July 1? All functions of the Senior Transportation Services in Greenville

- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**

- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding. What impact will this reduction plan have to other County departments? **N/A**

- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**

- Does the budget reduction plan anticipate the elimination of any of the requested positions? **No**

- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? **No change in General Fund support since this is already a budgeted position**

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

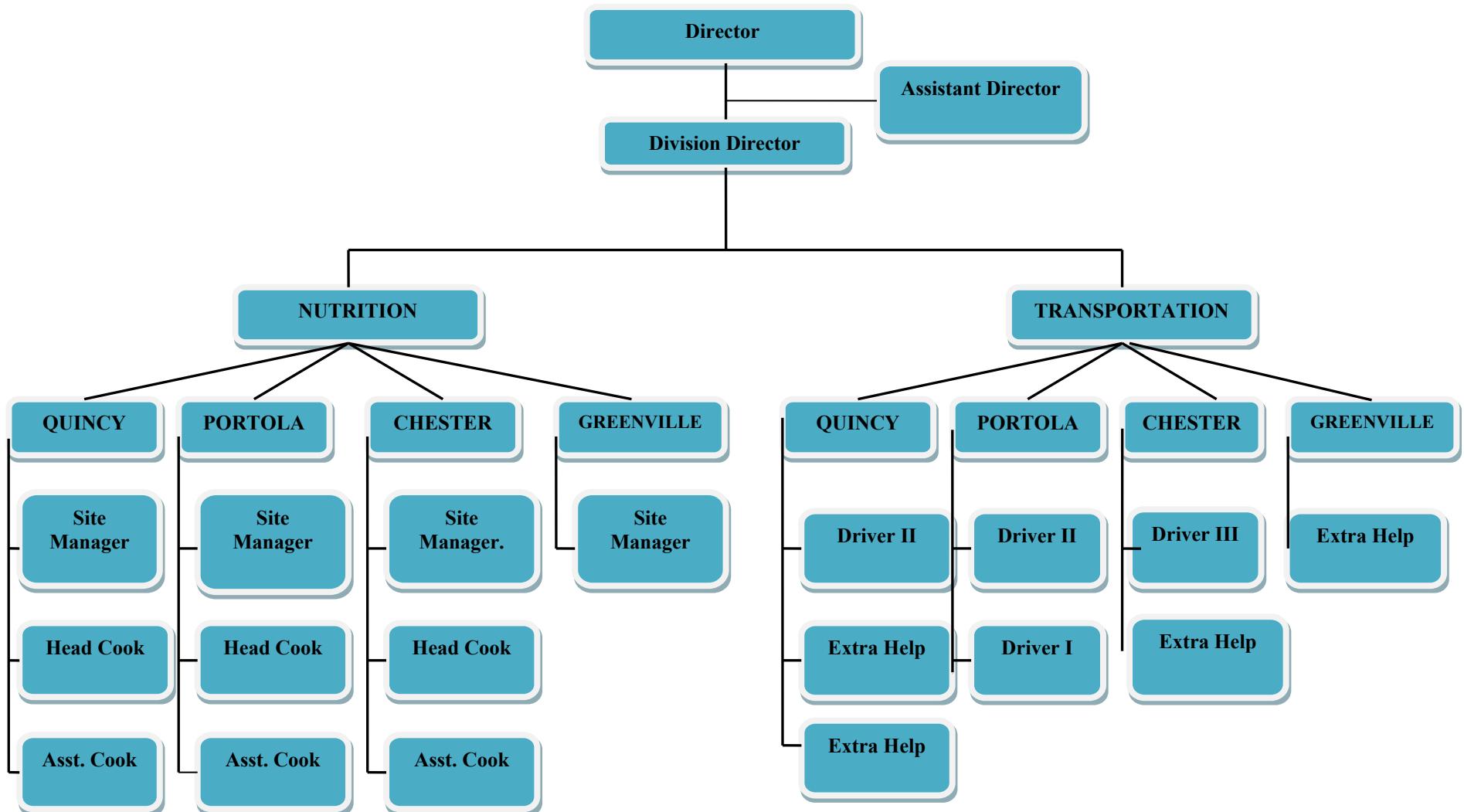
FY 18/19 = \$0

FY19/20 = \$0

FY20/21 = \$0

PLUMAS COUNTY PUBLIC HEALTH AGENCY
SENIOR NUTRITION & TRANSPORTATION DIVISION

4





**PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Audrey Rice, Management Analyst I

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Chair to sign an agreement between Plumas County Public Health Agency and Mark Satterfield, MD to perform the duties of a County Health Officer/Medical Director for the Public Health Agency; effective July 1, 2025; not to exceed \$90,000.00; (No General Fund Impact) (various funding including HIV, IZ, Health Fees); approved as to form by County Counsel.

Recommendation:

The Director of the Public Health Agency respectfully recommends that the Board of Supervisors approve and authorize the Chair to sign a Consultant Services Agreement with Mark Satterfield, M.D. to perform the duties of a County Health Officer/Medical Director for the Public Health Agency for \$90,000.00.

Background and Discussion:

The Public Health Agency has been utilizing Dr. Mark Satterfield as the County Health Officer/Medical Director for the Public Health Agency for several years. The local Health Officer performs many essential duties for the Agency relating to the development and implementation of various health outreach programs on behalf of the entire Plumas County.

This agreement term is July 1, 2025, through June 30, 2026.

The attached contract has been reviewed and approved as to form by County Counsel.

Action:

Approve and authorize Chair to sign an agreement between Plumas County Public Health Agency and Mark Satterfield, MD to perform the duties of a County Health Officer/Medical Director for the Public Health Agency; effective July 1, 2025; not to exceed \$90,000.00.

Fiscal Impact:

(No General Fund Impact) (various funding including HIV, IZ, Health fees)

Attachments:

1. PCPHA2526MS signed

**CONSULTANT SERVICES AGREEMENT
FOR
MARK SATTERFIELD, MD**

This Agreement is made by and between the County of Plumas, by and through its Public Health Agency, a political subdivision of the State of California, (hereinafter referred to as "County"), and Mark Satterfield, MD, an individual, (hereinafter referred to as "Consultant").

The parties agree as follows:

1. **Scope of Work.** Consultant shall provide the County with services as set forth in Exhibit A, attached hereto.
2. **Compensation.** County shall pay Consultant for the Work in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Consultant under this Agreement shall not exceed Ninety Thousand and 00/100 Dollars (\$90,000.00) (hereinafter referred to as the "Contract Amount").
3. **Term.** The term of this agreement shall be from July 1, 2025, through June 30, 2026, unless terminated earlier as provided herein.
4. **Termination.** Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. **Non-Appropriation of Funds.** It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Consultant or furnish any other consideration under this Agreement and Consultant shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Consultant to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Consultant acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
6. **Warranty and Legal Compliance.** The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Consultant shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Consultant agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
7. **Amendment.** This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of

this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. **Indemnification.** To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Consultant shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics; liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Consultant or its officers, employees, agents, Consultants, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Consultant shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties. The obligations of this indemnity shall be for the full amount of all damage to County, including defense costs, and shall not be limited by any insurance limits.
9. **Insurance.** Consultant agrees to maintain the following insurance coverage throughout the term of this Agreement:
 - a. Commercial general liability coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
 - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
 - c. Each policy of commercial general liability coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and
 - ii. All coverage available under such policy to Consultant, as the named insured, shall also be available and applicable to the County, as the additional insured; and

- iii. All of Consultant's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
- iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
- v. Consultant's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Consultant's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
- vi. To the extent that Consultant carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Consultant shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Consultant shall require all Consultants to comply with all indemnification and insurance requirements of this agreement and Consultant shall verify Consultant's compliance.

10. Licenses and Permits. Consultant represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Consultant to practice its profession and to perform its duties and obligations under this Agreement. Consultant represents and warrants to County that Consultant shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for Consultant or its principals to practice its professions and to perform its duties and obligations under this Agreement.

Consultant represents that it holds a current active license as a Physician and Surgeon, issued by the State of California, License Number G 62328.

11. Relationship of Parties. It is understood that Consultant is not acting hereunder as an employee of the County, but solely as an independent Consultant. Consultant, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Consultant has no authority or

responsibility to exercise any rights or power vested in County. It is understood by both Consultant and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.

12. Statement of Occupation. Contractor represents and warrants that Contractor is engaged in a profession described by California Labor Code section 2783 as a physician. Contractor represents and warrants that Contractor maintains a separate business location and has all required business licenses and tax registration, if any, in order to perform services under this Agreement. Contractor shall have the right to set their own hours and location of work, consistent with the nature of the services provided under this Agreement. Contractor shall determine the method, means and manner of performance including, but not limited to, such matters as outlined in Exhibit "A" without restriction by County. County is interested only in the results to be achieved from Contractor's performance of the services Contractor shall provide their own resources and equipment and direct their operation in all respects when necessary to perform these services. Notwithstanding this Agreement, Contractor shall have the right to provide the same or similar services to entities other than County without restriction, and holds themselves out to as available to perform the same type of work. County shall have no authority, control, or liability regarding Contractor's performance or activities before or after each instance, wherein, Contractor may perform under this Agreement. Contractor will at all times indemnify and hold County, and their respective agents, contractors and employees harmless from any and all claims, damages, liabilities and costs (including attorneys' fees) arising out of any material breach by Contractor of any representation, warrant or agreement made by Contractor hereunder or arising out of Contractor's services.
13. Assignment. Consultant may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
14. Non-discrimination. Consultant agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
15. Choice of Law. The laws of the State of California shall govern this agreement.
16. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
17. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
18. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
19. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.

20. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
21. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Consultant represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Consultant.
22. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

CONSULTANT:

Mark Satterfield, MD
5353 Chandler Road
Quincy, California 95971
(530) 283-2121

COUNTY:

County of Plumas
Public Health Agency
270 County Hospital Road, Suite 206
Quincy, CA 95971

23. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
24. Contract Execution. Each individual executing this Agreement on behalf of Consultant represents that he or she is fully authorized to execute and deliver this Agreement.
25. Retention of Records. Pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Consultant agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

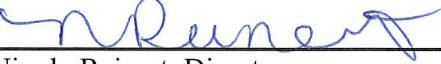
CONSULTANT: Mark Satterfield, MD, an individual

By: 

Mark Satterfield, MD

Date: 5/10/23

COUNTY OF PLUMAS:

By: 

Nicole Reinert, Director
Plumas County Public Health Agency

Date: 5/28/2025

By: 

Kevin Goss
Chair, Plumas County Board of Supervisors

Date: 

ATTEST:

By: 

Allen Hiskey
Clerk, Plumas County Board of Supervisors

Date: 

Approved as to form:

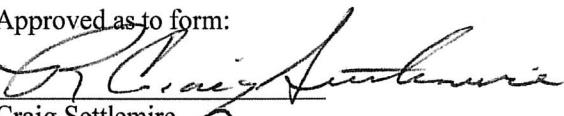

Craig Settlemire
Counsel

EXHIBIT A - SCOPE OF WORK

Physician agrees to perform, efficiently and professionally, all duties and services of a County Health Officer/Medical Director including but not limited to the following:

1. Represent Plumas County Local Health Jurisdiction as an active member of the California Conference of Local Health Officers Association.
2. Act as Health Officer on a consulting basis to PCPHA, providing medical oversight, recommendations, and protocols for public health programs.
3. Act as Health Officer on a consulting basis to local health care providers, and other physicians of agencies in or out of County, as necessary to meet the standards of Federal, State, and local laws.
4. Enforce and observe all laws of public and environmental health as promulgated by the County, state, or federal government.
5. Direct the detection and control of communicable diseases, sexually transmitted diseases, and tuberculosis; consult with physicians, nurses, patients, staff members, other county departments, agencies, or other individuals in the diagnosis of, and investigation of, cases of suspected communicable diseases and to exchange information or provide recommendations; takes measures to prevent and control epidemics.
6. Be available by pager, electronic mail, or telephone when not on site to respond to requests for information and assistance.
7. Act as employee health physician, performing physical examinations and medical evaluations in compliance with all appropriate and pertaining laws.
8. Perform other duties as mutually agreed upon by the Director of Plumas County Public Health Agency, or defined in the Health & Welfare Code, Public Health Emergency Preparedness Plan, or related County Codes.
9. Assessing, and implementing health officer orders authorized under declared public health emergencies.
10. Providing medical oversight and direction to regional healthcare organizations and providers during pandemics and other public health emergencies.
11. Liaise with community partners and guide safe operations during emergencies.
12. Review infectious disease cases and clusters and guide internal and external response partners.
13. Represent the PCPHA Health Officer's perspective during emergencies to state and local officials.
14. The local Health Officer will conduct activities, such as outreach, and case finding, and provide education concerning the local MCAH program and its utilization for their patient thus increasing access to services for our vulnerable population.

Implementation Activities

1.1 The local Health Officer will provide information on MCAH services and referrals to the MCAH population through:

- Activities that facilitate early and continuous access to medical care and services, such as, outreach, case finding, and provider education
- Education to providers and partners on the identification of local high-risk populations and prioritization of these populations for outreach and referral services for medical care

Evaluation Process or Outcomes

1.1.1 Document outreach and education provided to the medical community as well as other service providers for our vulnerable populations.

1.2 The Health Officer will continue to promote community-wide collaboration in the development and implementation of outreach programs and will work to ensure that services are provided in a culturally sensitive manner with no duplication of services.

Evaluation Process or Outcomes

1.2.1 Complete and submit Form 4, MCAH Related Collaborative, with the Annual Report to document the participation of MCAH staff in MCAH-related collaborative.

Act as the medical director of the Mountain Counties HIV Early Intervention Services program. The Medical Director reports to the EIS Project Director and provides expert medical oversight and program development to the EIS Program.

JOB DUTIES AND RESPONSIBILITIES:

1. Responsible for the overall quality of medical care being provided to PCPHA EIS patients. Including providing consultation to the CQI/Program Coordinator and the Patient Coordinators as part of the EIS multidisciplinary team and providing medical direction and leadership for the EIS program.
2. Works with the Project Director to develop HIV providers' education plans and requirements.
3. Oversees Continuous Quality Improvement to ensure that care meets current standards and that deficiencies are identified and addressed.

KNOWLEDGE AND ABILITIES:

1. Considerable knowledge of the principles and methods of HIV/AIDS medical care and general medicine.
2. Knowledge of current developments in the field of HIV primary care and community HIV care resources.
3. Knowledge of health services organization and procedures.
4. Graduation from an approved medical school, supplemented by the satisfactory completion of an approved residency and possession of a valid license to practice medicine in the State of California.

EXHIBIT B – COMPENSATION**Invoicing and Payment:**

1. PCPHA shall pay Consultant the sum of Seven Thousand Five Hundred Dollars (\$7,500.00) per month as the exclusive compensation under this agreement beginning July 1, 2025, and ending June 30, 2026. The contract shall not exceed Ninety Thousand Dollars (\$90,000.00).
2. All travel will be pre-approved by the Director of the Public Health Agency and will be reimbursed with original receipts and/or per diem.

Certificates of Insurance:

1. County shall pay for and maintain professional malpractice insurance from CSAC Excess Insurance Authority covering the Physician, **but only with respect to work performed for the County under this Agreement and any extension or continuation of the Agreement.**
2. Physician shall carry at his sole expense, personal automobile liability insurance consistent with the insurance requirements listed in this Agreement (Item 9.0 Insurance).

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement (“Agreement”) supplements and is made a part of the Services Agreement (“SA”) by and between the COUNTY OF PLUMAS referred to herein as Covered Entity (“CE”), Mark Satterfield, MD, an Individual, referred to herein as Business Associate (“BA”), dated July 1, 2025.

RECITALS

CE wishes to disclose certain information to BA pursuant to the terms of a business agreement between the parties (the “Contract”), some of which may constitute Protected Health Information (“PHI”) (defined below).

CE and BA intend to protect the privacy and provide for the security of PHI disclosed to BA pursuant to the Contract in compliance with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 (“HIPAA”), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 (“the HITECH Act”), and regulations promulgated thereunder by the U.S. Department of Health and Human Services (the “HIPAA Regulations”) and other applicable laws.

As part of the HIPAA Regulations, the Privacy Rule and the Security Rule (defined below) require CE to enter into a contract containing specific requirements with BA prior to the disclosure of PHI, as set forth in, but not limited to, Title 45, Sections 164.314(a), 164.502(e) and 164.504(e) of the Code of Federal Regulations (“C.F.R.”) and contained in this Addendum.

In consideration of the mutual promises below and the exchange of information pursuant to this Agreement, the parties agree as follows:

1. Definitions

a. **Breach** shall have the meaning given to such term under the HITECH Act [42 U.S.C. Section 17921].

b. **Business Associate** shall have the meaning given to such term under the Privacy Rule, the Security Rule, and the HITECH Act, including but not limited to, 42 U.S.C. Section 17938 and 45 C.F.R. Section 160.103.

c. **Covered Entity** shall have the meaning given to such term under the Privacy Rule and the Security Rule, including, but not limited to, 45 C.F.R. Section 160.103.

d. **Data Aggregation** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.

e. **Designated Record Set** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501. Electronic Protected Health Information means Protected Health Information that is maintained in or transmitted by electronic media.

f. **Electronic Health Record** shall have the meaning given to such term in the HITECH Act, including, but not limited to, 42 U.S.C. Section 17921.

g. **Health Care Operations** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.

h. **Privacy Rule** shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and E.

i. **Protected Health Information or PHI** means any information, whether oral or recorded in any form or medium: (i) that relates to the past, present or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual; and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501. Protected Health Information includes Electronic Protected Health Information [45 C.F.R. Sections 160.103, 164.501].

j. **Protected Information** shall mean PHI provided by CE to BA or created or received by BA on CE's behalf.

k. **Security Rule** shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and C.

1. **Unsecured PHI** shall have the meaning given to such term under the HITECH Act and any guidance issued pursuant to such Act including, but not limited to, 42 U.S.C. Section 17932(h).

2. **Obligations of Business Associate**

a. **Permitted Uses.** BA shall not use Protected Information except for the purpose of performing BA's obligations under the Contract and as permitted under this Agreement. Further, BA shall not use Protected Information in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so used by CE. However, BA may use Protected Information (i) for the proper management and administration of BA, (ii) to carry out the legal responsibilities of BA, or (iii) for Data Aggregation purposes for the Health Care Operations of CE [45 C.F.R. Sections 164.504(e)(2)(ii)(A) and 164.504(e)(4)(i)].

b. **Permitted Disclosures.** BA shall not disclose Protected Information except for the purpose of performing BA's obligations under the Contract and as permitted under this Agreement. BA shall not disclose Protected Information in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so disclosed by CE. However, BA may disclose Protected Information (i) for the proper management and administration of BA; (ii) to carry out the legal responsibilities of BA; (iii) as required by law; or (iv) for Data Aggregation purposes for the Health Care Operations of CE. If BA discloses Protected Information to a third party, BA must obtain, prior to making any such disclosure, (i) reasonable written assurances from such third party that such Protected Information will be held confidential as provided pursuant to this Addendum and only disclosed as required by law or for the purposes for which it was disclosed to such third party, and (ii) a written agreement from such third party to immediately notify BA of any breaches of confidentiality of the Protected Information, to the extent it has obtained knowledge of such breach [42 U.S.C. Section 17932; 45 C.F.R. Sections 164.504(e)(2)(i), 164.504(e)(2)(i)(B), 164.504(e)(2)(ii)(A) and 164.504(e)(4)(i)].

c. **Prohibited Uses and Disclosures.** BA shall not use or disclose Protected Information for fundraising or marketing purposes. BA shall not disclose Protected Information to a health plan for payment or health care operations purposes if the patient has requested this special restriction, and has paid out of pocket in full for the health care item or service to which the PHI solely relates [42 U.S.C. Section 17935(a)]. BA shall not directly or indirectly receive remuneration in exchange for Protected

Information, except with the prior written consent of CE and as permitted by the HITECH Act, 42 U.S.C. section 17935(d)(2); however, this prohibition shall not affect payment by CE to BA for services provided pursuant to the Contract.

d. Appropriate Safeguards. BA Shall implement appropriate safeguards as are necessary to prevent the use or disclosure of Protected Information otherwise than as permitted by the Contract and this Agreement that reasonably and appropriately protect the confidentiality, integrity and availability of the Protected Information, in accordance with 45 C.F.R. Sections 164.308, 164.310, and 164.312. [45 C.F.R. Section 164.504(e)(2)(ii)(B); 45 C.F.R. Section 164.308(b)]. BA shall comply with the policies and procedures and documentation requirements of the HIPAA Security Rule, including, but not limited to, 45 C.F.R. Section 164.316 [42 U.S.C. Section 17931].

e. Reporting of Improper Access, Use or Disclosure. BA shall report to CE in writing of any access, use or disclosure of Protected Information not permitted by the Contract and this Agreement, and any Breach of Unsecured PHI of which it becomes aware without unreasonable delay and in no case later than 90 calendar days after discovery [42 U.S.C. Section 17921; 45 C.F.R. Section 164.504(e)(2)(ii)(C); 45 C.F.R. Section 164.308(b)].

f. Business Associate's Agents. BA shall ensure that any agents, including Consultants, to whom it provides Protected Information, agree in writing to the same restrictions and conditions that apply to BA with respect to such PHI and implement the safeguards required by paragraph c above with respect to Electronic PHI [45 C.F.R. Section 164.504(e)(2)(ii)(D); 45 C.F.R. Section 164.308(b)]. BA shall implement and maintain sanctions against agents and Consultants that violate such restrictions and conditions and shall mitigate the effects of any such violation (see 45 C.F.R. Sections 164.530(f) and 164.530(e)(1)).

g. Access to Protected Information. BA shall make Protected Information maintained by BA or its agents or Consultants in Designated Record Sets available to CE for inspection and copying within ten (10) days of a request by CE to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.524 [45 C.F.R. Section 164.504(e)(2)(ii)(E)]. If BA maintains an Electronic Health Record, BA shall provide such information in electronic format to enable CE to fulfill its obligations under the HITECH Act, including, but not limited to, 42 U.S.C. Section 17935(e).

h. Amendment of PHI. Within ten (10) days of receipt of a request from CE for an amendment of Protected Information or a record about an individual contained in a Designated Record Set, BA or its agents or Consultants shall make such Protected Information available to CE for amendment and incorporate any such amendment to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.526. If any individual requests an amendment of Protected Information directly from BA or its agents or Consultants, BA must notify CE in writing within five (5) days of the request. Any approval or denial of amendment of Protected Information maintained by BA or its agents or Consultants shall be the responsibility of CE [45 C.F.R. Section 164.504(e)(2)(ii)(F)].

i. Accounting Rights. Promptly upon any disclosure of Protected Information for which CE is required to account to an individual, BA and its agents or Consultants shall make available to CE the information required to provide an accounting of disclosures to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.528, and the HITECH Act, including but not limited to 42 U.S.C. Section 17935(c), as determined by CE. BA agrees to implement a process that allows for an accounting to be collected and maintained by BA and its agents or Consultants for at least six (6) years prior to the request. At a minimum, the information collected and maintained shall include: (i) the date of disclosure; (ii) the name of the entity or person who received

Protected Information and, if known, the address of the entity or person; (iii) a brief description of Protected Information disclosed and (iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure. In the event that the request for an accounting is delivered directly to BA or its agents or Consultants, BA shall within five (5) days of a request forward it to CE in writing. It shall be CE's responsibility to prepare and deliver any such accounting requested. BA shall not disclose any Protected Information except as set forth in Sections 2.b. of this Addendum [45 C.F.R. Sections 164.504(e)(2)(ii)(G) and 165.528].

j. Governmental Access to Records. BA shall make its internal practices, books and records relating to the use and disclosure of Protected Information available to CE and to the Secretary of the U.S. Department of Health and Human Services (the "Secretary") for purposes of determining BA's compliance with the Privacy Rule [45 C.F.R. Section 164.504(e)(2)(ii)(H)]. BA shall provide to CE a copy of any Protected Information that BA provides to the Secretary concurrently with providing such Protected Information to the Secretary.

k. Minimum Necessary. BA (and its agents or Consultants) shall request, use and disclose only the minimum amount of Protected Information necessary to accomplish the purpose of the request, use, or disclosure [42 U.S.C. Section 17935(b); 45 C.F.R. Section 164.514(d)(3)]. BA understands and agrees that the definition of "minimum necessary" is in flux and shall keep itself informed of guidance issued by the Secretary with respect to what constitutes "minimum necessary."

l. Data Ownership. BA acknowledges that BA has no ownership rights with respect to the Protected Information.

m. Notification of Breach. During the term of the Contract, BA shall notify CE within twenty-four (24) hours of any suspected or actual breach of security, intrusion or unauthorized use or disclosure of PHI of which BA becomes aware and/or any actual or suspected use or disclosure of data in violation of any applicable federal or state laws or regulations. BA shall take (i) prompt corrective action to cure any such deficiencies and (ii) any action pertaining to such unauthorized disclosure required by applicable federal and state laws and regulations.

n. Breach Pattern or Practice by Covered Entity. Pursuant to 42 U.S.C. Section 17934(b), if the BA knows of a pattern of activity or practice of the CE that constitutes a material breach or violation of the CE's obligations under the Contract or Agreement or other arrangement, the BA must take reasonable steps to cure the breach or end the violation. If the steps are unsuccessful, the BA must terminate the Contract or other arrangement if feasible, or if termination is not feasible, report the problem to the Secretary of DHHS. BA shall provide written notice to CE of any pattern of activity or practice of the CE that BA believes constitutes a material breach or violation of the CE's obligations under the Contract or this Agreement or other arrangement within five (5) days of discovery and shall meet with CE to discuss and attempt to resolve the problem as one of the reasonable steps to cure the breach or end the violation.

o. Audits, Inspection and Enforcement. Within ten (10) days of a written request by CE, BA and its agents or Consultants shall allow CE to conduct a reasonable inspection of the facilities, systems, books, records, agreements, policies and procedures relating to the use or disclosure of Protected Information pursuant to this Agreement for the purpose of determining whether BA has complied with this Agreement; provided, however, that (i) BA and CE shall mutually agree in advance upon the scope, timing and location of such an inspection, (ii) CE shall protect the confidentiality of all confidential and proprietary information of BA to which CE has access during the course of such inspection; and (iii) CE shall execute a nondisclosure agreement, upon terms mutually agreed upon by the parties, if requested

by BA. The fact that CE inspects, or fails to inspect, or has the right to inspect, BA's facilities, systems, books, records, agreements, policies and procedures does not relieve BA of its responsibility to comply with this Agreement, nor does CE's (i) failure to detect or (ii) detection, but failure to notify BA or require BA's remediation of any unsatisfactory practices, constitute acceptance of such practice or a waiver of CE's enforcement rights under the Contract or Agreement, BA shall notify CE within ten (10) days of learning that BA has become the subject of an audit, compliance review, or complaint investigation by the Office for Civil Rights

3. **Termination**

a. **Material Breach.** A breach by BA of any provision of this Agreement, as determined by CE, shall constitute a material breach of the Contract and shall provide grounds for immediate termination of the Contract, or any provision in the Contract to the contrary notwithstanding [45 C.F.R. Section 164.504(e)(2)(iii)].

b. **Judicial or Administrative Proceedings.** CE may terminate the Agreement, effective immediately, if (i) BA is named as a defendant in a criminal proceeding for a violation of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws or (ii) a finding or stipulation that the BA has violated any standard or requirement of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws is made in any administrative or civil proceeding in which the party has been joined.

c. **Effect of Termination.** Upon termination of the Agreement for any reason, BA shall, at the option of CE, return or destroy all Protected Information that BA or its agents or Consultants still maintain in any form, and shall retain no copies of such Protected Information. If return or destruction is not feasible, as determined by CE, BA shall continue to extend the protections of Section 2 of this Agreement to such information, and limit further use of such PHI to those purposes that make the return or destruction of such PHI infeasible. [45 C.F.R. Section 164.504(e)(ii)(2(I)]. If CE elects destruction of the PHI, BA shall certify in writing to CE that such PHI has been destroyed.

4. **Disclaimer**

CE makes no warranty or representation that compliance by BA with this Agreement, HIPAA, the HITECH Act, or the HIPAA Regulations will be adequate or satisfactory for BA's own purposes. BA is solely responsible for all decisions made by BA regarding the safeguarding of PHI.

5. **Certification**

To the extent that CE determines that such examination is necessary to comply with CE's legal obligations pursuant to HIPAA relating to certification of its security practices, CE or its authorized agents or Consultants, may, at CE's expense, examine BA's facilities, systems, procedures and records as may be necessary for such agents or Consultants to certify to CE the extent to which BA's security safeguards comply with HIPAA, the HITECH Act, the HIPAA Regulations or this Addendum.

6. **Amendment**

The parties acknowledge that state and federal laws relating to data security and privacy are rapidly evolving and that amendment of the Agreement may be required to provide for procedures to ensure compliance with such developments. The parties specifically agree to take such action as is necessary to implement the standards and requirements of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule and other applicable laws relating to the security or confidentiality of PHI. The parties understand

and agree that CE must receive satisfactory written assurance from BA that BA will adequately safeguard all Protected Information. Upon the request of either party, the other party agrees to promptly enter into negotiations concerning the terms of an amendment to this Agreement embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule or other applicable laws. CE may terminate the Contract upon thirty (30) days written notice in the event (i) BA does not promptly enter into negotiations to amend the Agreement when requested by CE pursuant to this Section or (ii) BA does not enter or enter into an amendment to the Agreement providing assurances regarding the safeguarding of PHI that CE, in its sole discretion, deems sufficient to satisfy the standards and requirements of applicable laws.

7. Assistance in Litigation of Administrative Proceedings

BA shall make itself, and any Consultants, employees or agents assisting BA in the performance of its obligations under the Agreement, available to CE, at no cost to CE, to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against CE, its directors, officers or employees based upon a claimed violation of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule, or other laws relating to security and privacy, except where BA or its Consultant, employee or agent is named adverse party.

8. No Third-Party Beneficiaries

Nothing express or implied in the Agreement is intended to confer, nor shall anything herein confer, upon any person other than CE, BA and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.

9. Interpretation

The provisions of this Agreement shall prevail over any provisions in the Contract that may conflict or appear inconsistent with any provision in this Agreement. This Agreement and the Contract shall be interpreted as broadly as necessary to implement and comply with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule. The parties agree that any ambiguity in this Agreement shall be resolved in favor of a meaning that complies and is consistent with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule.

IN WITNESS WHEREOF, the parties hereto have duly executed this Addendum as of the Addendum Effective Date.

COVERED ENTITY

County of Plumas, a political subdivision of the State of California

Name: Nicole Reinert

Title: Director, Public Health Agency

Signature: _____

Date: _____

BUSINESS ASSOCIATE

Mark Satterfield, MD, an individual

Name: Mark Satterfield, MD

Title: Plumas County Health Officer

Signature: 

Date: 5/30/25



**PLUMAS COUNTY
BEHAVIORAL HEALTH DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Kyle Hardee, Administrative Services Officer

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Behavioral Health Department to recruit and fill, funded and allocated, vacant one (1) FT BH Continuing Care Coordinator; vacancy due to retirement; (No General Fund Impact) State and Federal Funds.

Recommendation:

Approve and authorize Behavioral Health Department to recruit and fill, funded and allocated, vacant one (1) FT BH Continuing Care Coordinator; vacancy due to retirement; (No General Fund Impact) State and Federal Funds.

Background and Discussion:

The previous Continuing Care Coordinator retired in 2023. The job description required a rewrite with the closing of the Sierra House and Drop-in Center before being able to recruit a replacement. The updated job description was approved during the May 6, 2025 Board meeting.

Action:

Approve and authorize Behavioral Health Department to recruit and fill, funded and allocated, vacant one (1) FT BH Continuing Care Coordinator; vacancy due to retirement; (No General Fund Impact) State and Federal Funds.

Fiscal Impact:

No General Fund Impact, State and Federal Funds.

Attachments:

1. REVISED CRITICAL STAFFING QUESTIONS Continuing Care Coord 5-29-2025
2. BH - Continuing Care Coordinator
3. PCBH Org Chart 5-29-25

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- **Is there a legitimate business, statutory or financial justification to fill the position?** Yes, the Behavioral Health Continuing Care Coordinator is a legitimate position performing duties required by state statute.
- **Why is it critical that this position be filled at this time?** This position works with SMI adults and youth, and their families, to develop, review, place and evaluate mental health and SUD client care programs and services. This position is also responsible for court reports on conserved clients and their step down from residential facilities to supportive housing.
- **How long has the position been vacant?** The position became vacant in January 2023 due to retirement.
- **Can the department use other wages until the next budget cycle?** This position is already funded through the 2024-2025 budget year.
- **What are staffing levels at other counties for similar departments and/or positions?** The same or greater.
- **What core function will be impacted without filling the position prior to July 1?**
- **What negative fiscal impact will the County suffer if the position is not filled prior to July 1?** The inability to recoup Medi-Cal reimbursements for lack of services.
- **A non-general fund department head needs to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?** None
- **Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?** No.
- **Does the budget reduction plan anticipate the elimination of any of the requested positions?** No.
- **Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact,**

positively or negatively, the need for general fund support? There is no fiscal impact on the general fund.

- **Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?** Yes. Behavioral Health does have a reserve and the balance fluctuates depending on the number of factors including whether the State receives the base amount of collection for each budget year.

Behavioral Health Continuing Care Coordinator**DEFINITION**

Under general direction to plan, organize, coordinate, and supervise supportive housing services and residential placements of Plumas County Behavioral Health clients. To work closely with seriously mentally ill adults and youth, and their families; to develop, review, place and evaluate mental health and SUD client's care programs and services; to provide therapeutic services to seriously mentally ill adults and youth, including therapeutic meetings and resource assistance, and do related work as required.

DISTINGUISHING CHARACTERISTICS

This class is for the administrative position in the Behavioral Health Department which has responsibility for developing and implementing policies for the Supportive Housing System, administering the Homeless Management Information System (HMIS) and participating in any stakeholder meetings across the county. This position works with the Public Guardian, and other agencies serving the housing, house providers, governmental partners, and other key stakeholders. This position also has a case load of adult residential clients and is responsible for court reports on conservatorship and residential status. This position is responsible for a client's step down from residential facilities to supportive housing.

REPORTS TO

Behavioral Health Director or Deputy Director.

CLASSIFICATIONS DIRECTLY SUPERVISED

Behavioral Health Case Management Specialist I/II/Senior.

EXAMPLES OF DUTIES

- Handles complex coordination between local, County, and State resources.
- Prepares court reports on residential placement and Conservatorship and attends hearing.
- Testifies in court as required.
- Works closely with the Public Guardian on placement and discharge.
- Works closely with contracted facilities on finding placement and discharge plans.
- Works closely with the PCBH SUD Administrator for placements.
- Actively participates in the development and oversight of new housing opportunities in Plumas County.
- Determines budgetary requirements to maintain all programs, both within Plumas County and out-of-county.
- Carries a caseload of severely mentally ill persons.
- Responsible for inputting session information into the Electronic Health Records (EHR) in a timely manner.
- Prepares staff reports, comprehensive detailed plans with County wide impact.
- Develops, administers, and evaluates programs.
- Inputs HMIS data and oversees all housing reports.
- Assist client with resources.
- Serves on-call after hours on a routine basis.
- Has the responsibility for the maintenance and updating of client records.
- Periodic therapeutic meetings face-to-face with residential clients.
- Attend the Plumas-Sierra Continuum of Care (CoC) board meetings.
- May serve on the Utilization and Review committee.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move objects weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office and clinic environment; may involve extensive travel; some exposure to communicable disease; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for counseling, therapy, and guidance of persons in mental health programs.
- Therapeutic treatment methods and procedures in the mental health field.
- Principles and practices of supervision, program management and budgeting.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health services and programs.
- Community organizations.
- The scope and activities of public and private agencies in the mental health field.
- Treatment research, development, and implementation.
- Quality Assurance practices and standards.
- Program development and administration.
- Crisis counseling principles, methods, and techniques.
- Principles of supervision, training, and staff evaluation.

Ability to:

- Plan, schedule, coordinate, develop, and evaluate continuing care services.
- Develop and maintain confidence and cooperation of emotionally disturbed patients and their families.
- Interpret and apply complex mental health program rules, regulations, and policies.
- Prepare clear, relevant, and accurate reports and court reports.
- Develop and present public presentations.
- Enforce Quality Assurance standards.
- Effectively establish and maintain effective working relationships between the Behavioral Health Department and clients, the public, and other agencies.

TRAINING AND EXPERIENCE

Required qualifications for this position

Training:

A Master's degree in psychology, social work, marriage and family counseling, or a related field from an accredited college or university which provides the educational basis for licensing to provide psychotherapy in the State of California.

Continuing Care Coordinator-3

Licensing or Certifications:

Possession of, or ability to obtain, an appropriate valid California driver's license. Valid California Driver's License must be maintained throughout employment.

Prior to hiring, must be registered with the California Board of Behavioral Sciences, and possess an intern number for either an Associate Clinical Social Worker (ACSW), a Marriage Family Therapist Intern (MFTI), a Professional Clinical Counselor Intern (PPCI), or a related licensing that provides the ability to provide psychotherapy in the State of California. Must obtain licensure as an MFT, LCSW or LPCC, or related license providing the ability to provide psychotherapy in the State of California within five (5) years of the effective date of employment. Maintaining an active intern number all years and obtaining licensure in five (5) years is a requirement of this position, and employees who fail to do so are subject to demotion or termination.

Preferred Qualifications

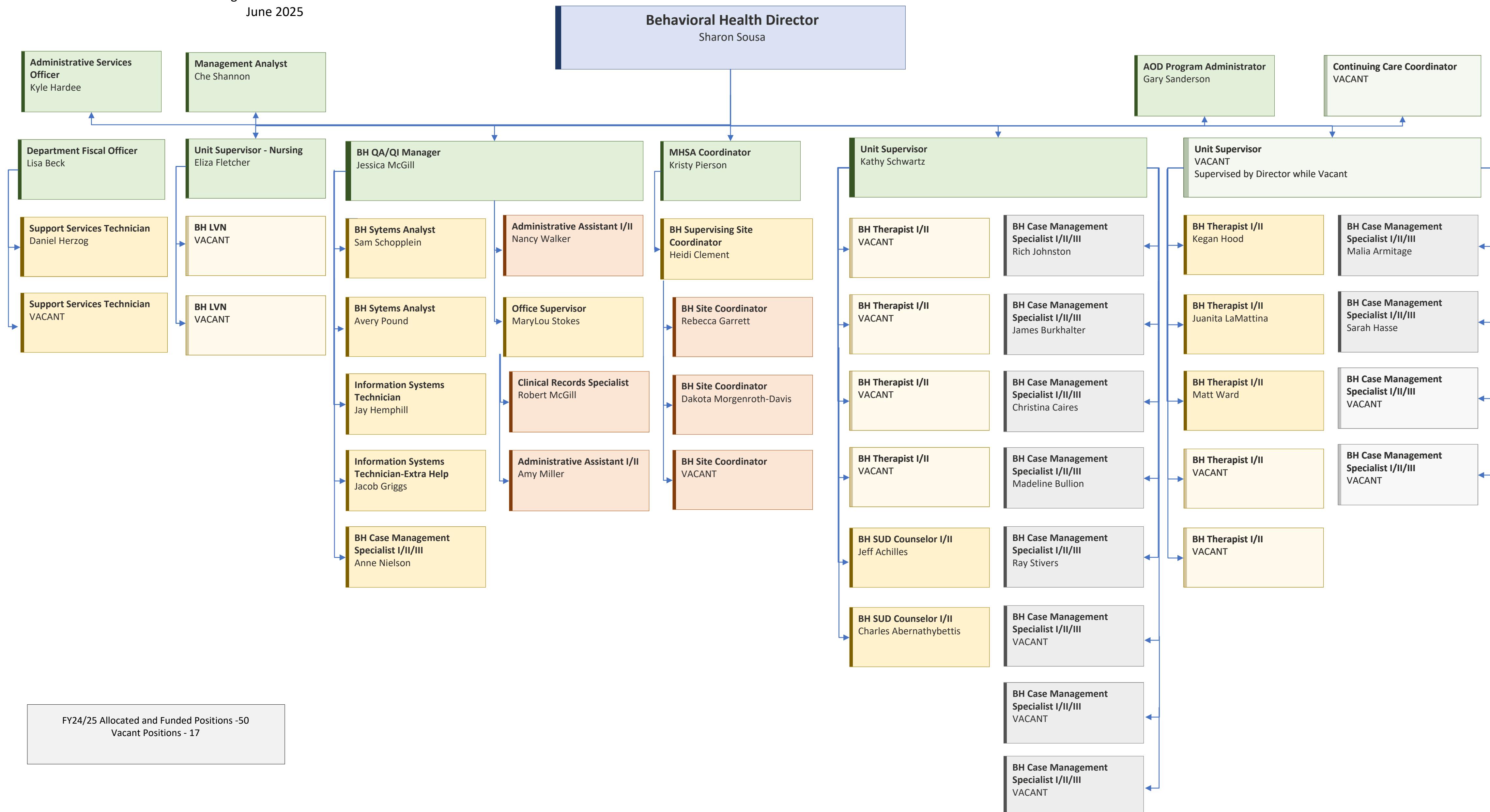
Possession of a license, such as a Licensed Clinical Social Worker (LCSW), or Licensed Marriage and Family Therapist (LMFT), Licensed Professional Clinical Counselor (LPCC), or related license to provide psychotherapy in the State of California.

SPECIAL REQUIREMENTS

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

Plumas County Behavioral Health Department

Organizational Chart
June 2025





**PLUMAS COUNTY
PROBATION
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Keevin Allred, Chief Probation Officer

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize Chair to sign amendment no. 1 to the agreement between Plumas County Probation and Sapience Practice, a Limited Liability Company; Amount not to exceed Ten-Thousand and 00/100 Dollars; No General Fund Impact, service agreement is paid for in full by JJCBA, a State-funded Juvenile Probation Grant (2040252-521900); approved as to form by County Counsel.

Recommendation:

Approve and authorize Chair to sign amendment no. 1 to the agreement between Plumas County Probation and Sapience Practice, a Limited Liability Company; Effective June 30, 2025.

Background and Discussion:

Probation entered into an agreement with Sapience Practice in FY24-25 for Dr. Herbert Coard to provide psychological evaluations to juvenile offenders.

As Probation's need for psychological evaluations for juvenile offenders is rare, but necessary, Probation is seeking to amend its contract with Sapience Practice LLC, amending the term of the agreement to span July 1, 2025 through June 30, 2026.

No other pertinent information in regard to the agreement has changed; the Not to Exceed amount remains at ten-thousand and 00/100 (\$10,000.00) Dollars.

Action:

It is respectfully requested that the Board of Supervisors approve and authorize the Chair to sign amendment no. 1 to the agreement between Plumas County Probation and Sapience Practice.

Fiscal Impact:

No General Fund Impact, service agreement will be paid for in its entirety by JJCBA, a State-funded Juvenile Probation Grant (2040252-521900).

Attachments:

1. 3425 Executed
2. 5823 Signed

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its **Probation Department** (hereinafter referred to as "County"), and Sapience Practice, a Limited Liability Company, (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Ten Thousand Dollars (\$10,000.00).
3. Term. The term of this agreement shall be from July 1, 2024, through June 30, 2025, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the

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terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. **Indemnification.** To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively “County Parties”), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics’ liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney’s fees and court costs (hereinafter collectively referred to as “Claims”), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.
9. **Insurance.** Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
 - a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
 - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
 - c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the “County”) as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

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- ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and
- iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
- iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
- v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
- vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for

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CONTRACTOR INITIALS JK

Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

11. **Relationship of Parties.** It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.
12. **Assignment.** Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
13. **Non-discrimination.** Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
14. **Choice of Law.** The laws of the State of California shall govern this agreement.
15. **Interpretation.** This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
16. **Integration.** This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
17. **Severability.** The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
18. **Headings.** The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
19. **Waiver of Rights.** No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
20. **Conflict of Interest.** The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.



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21. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Probation Department
County of Plumas
270 County Hospital Road, Suite 128
Quincy, CA 95971
Attention: Keevin Allred, Chief Probation Officer

Contractor:

Sapience Practice LLC
6490 S. McCarran Blvd, Building B/#18
Reno, NV 89509
Attention: Dr. Herbert Buddy Coard, Ed, D

22. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.

23. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.

24. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Failure to comply may result in the termination of this agreement.

25. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.

a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined

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at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

- b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

26. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds \$10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

27. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.

28. Counterparts and Facsimile Signatures. This Agreement and any and all other documents or instruments referred to herein may be executed with counterpart signatures all of which taken together shall constitute an original without the necessity of all parties signing each document. This Agreement may also be executed by facsimile or other electronic signature, and such facsimile or electronic copies shall constitute enforceable original documents.



COUNTY INITIALS



CONTRACTOR INITIALS

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

CONTRACTOR:

Sapience Practice, LLC

By: 
Name: Dr. Herbert Buddy Coard Ed. D
Title: Owner
Date signed: 6-17-2024

COUNTY:

County of Plumas, a political subdivision of
the State of California

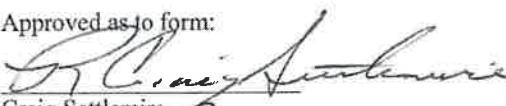
By: 
Name: Keevin Allred
Title: Chief Probation Officer
Date signed: 6-11-24

By: 
Name: Greg Hagwood
Title: Chair, Board of Supervisors
Date signed: 8-06-2024

ATTEST:

By: 
Name: Allen Hiskey
Title: Clerk of the Board
Date signed: 8-06-2024

Approved as to form:


Craig Settemire
Counsel

 COUNTY INITIALS

EXHIBIT A

Scope of Work

1. When requested to do so by the Chief Probation Officer, Superior Court, or Juvenile Court, CONTRACTOR shall independently conduct a psychological evaluation and prepare a written report of their findings. It is the intent of the parties that the reports shall be delivered to the Court via the Probation Department within fifteen (15) calendar days of interviewing the Subject.
 - a. The CONTRACTOR shall usually include, but not be limited to, a review of the legal file, interviews with the parties involved, including probation personnel and obtain information from collateral sources (i.e. schools, probation, counselors, etc.).
 - b. All evaluations prepared by the CONTRACTOR shall include summaries of interviews and file reviews, the name and description of test instruments administered and results of those tests, and a recommendation for a treatment plan, including placement, custody, further counseling, supervision levels, etc., while under the jurisdiction of the Court.
 - c. The referring agency shall complete a referral form for each case and send it to the CONTRACTOR by the day of the testing, along with other relevant information to be reviewed.
2. CONTRACTOR will provide:
 - a. A dedicated telephone line for direct referrals and all services and supplies related to the preparation of evaluations.
 - b. Documentation (invoices) concerning payments from the Probation Department, to facilitate reimbursement from clients, MediCal, etc.
3. It is the intent of the parties to create an independent contractor relationship. CONTRACTOR acknowledges and agrees that neither the Probation Department nor the Court will be responsible for the withholding or payment of federal or state income taxes, Social Security, Workers Compensation coverage, unemployment insurance, nor disability insurance. It is understood that CONTRACTOR works as an independent contractor and does not hereby become an employee of the county or the court.

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EXHIBIT B

Fee Schedule

See attached sheets for fee breakdown.

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CONTRACTOR INITIALS HC



6490 S. McCarran Blvd
Building B #18
Reno, NV 8950
Tel 775-562-4509

EXHIBIT B

Fee Schedule 2024

In addition to the fee schedule listed below, Dr. Herbert "Buddy" Coard will consider accepting other fee agreements that may be required or customary for a particular agency, law firm or a specific court. This work will be accepted on a case-by-case basis and will require a contractual agreement between the parties.

Evaluation Fees

Forensic Record/File Review	\$385 per hour
Forensic Psychological Testing	\$385 per hour
Forensic Clinical Interview	\$385 per hour
Forensic Report Writing	\$385 per hour
Attorney Consultation	\$385 per hour

Court Testimony Fees

Testimony Time	\$385 per hour (minimum of 4 hours)
Deposition Time	\$385 per hour (minimum of 4 hours)
In-court Consultation/Observation	\$385 per hour (minimum of 4 hours)

Training, Invited Lecture & Professional Seminar Fees

6 – 8-hour engagement	\$2,500.00 per day
4-hour engagement	\$1,000 per day
2-hour engagement	\$500 per day

Travel Fees

Road Travel

\$385 per hour
(with reasonable
associated expenses)

Air Travel

\$700 up to 4 hours
\$1,500 up to 8 hours
(with reasonable
associated expenses)

Minimal retainer

Criminal

Death penalty case \$10,000

Not guilty by reason of insanity \$10,000

Violent felony mitigation \$7,500

Not competent to stand trial \$2,500-4,000

Psychosexual Evaluation without intelligence testing \$2,500

Full Psychosexual Evaluation \$3,000-\$4,000

Child abuse risk assessment \$2,500-\$3,500

Civil

Independent Medical Exam \$ 900

Child custody evaluation \$7,500 to \$15,000

Fitness for duty evaluation \$3,850 to \$5775

Parental fitness evaluation \$2,500 to \$4,000

Expedited fees (report completed within 2 weeks) \$450.00

Expedited fees (report completed within 3-5 days) \$850.00

Cancellation Policy

Please contact our office at 775-562-4509 to cancel an appointment. Cancellation of an appointment must be made 24 hours prior to that appointment. Since alternative bookings are unlikely at such short notice, our policy is to charge two hour (\$770) for appointment no shows or cancellations less than 24 hours of the scheduled appointment.

Disclaimer

It is critical that it is understood that regardless of the source of fees or referral for evaluations, Dr. Coard, operates as an independent evaluator and consultant. Conclusions will be offered in an unbiased and professional manner utilizing a best practices approach. Consequently, the conclusions and recommendations may not support the outcome desired.

FIRST AMENDMENT TO AGREEMENT
BY AND BETWEEN
PLUMAS COUNTY AND SAPIENCE PRACTICE

This First Amendment to Agreement ("Amendment") is made on June 30, 2025, between PLUMAS COUNTY, a political subdivision of the State of California ("COUNTY"), and SAPIENCE PRACTICE, a Limited Liability Company, (CONTRACTOR") who agrees as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:
 - a. PLUMAS COUNTY and SAPIENCE PRACTICE have entered into a written Agreement dated July 1, 2024, (the "Agreement"), in which SAPIENCE PRACTICE agreed to provide psychological evaluations as requested by the Chief Probation Officer, Superior Court or Juvenile Court to Plumas County.
 - b. Because funding attached to the original contract is still available the parties desire to change the Agreement.
2. **Amendments:** The parties agree to amend the Agreement as follows:
 - a. Paragraph 3 is amended to read as follows:

Term. The term of this agreement shall be from July 1, 2025, through June 30, 2026, unless terminated earlier as provided herein.
3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated July 1, 2024, shall remain unchanged and in full force and effect.
4. **Counterparts and Facsimile Signatures.** This Agreement and any and all other documents or instruments referred to herein may be executed with counterpart signatures all of which taken together shall constitute an original without the necessity of all parties signing each document. This Agreement may also be executed by facsimile or other electronic signature, and such facsimile or electronic copies shall constitute enforceable original documents.

CONTRACTOR:

Sapience Practice, LLC

DocuSigned by:

By: Herbert Coard

Name: Dr. Herbert Buddy Coard, Ed. D

Title: Owner

Date signed: 5/29/2025

COUNTY:

County of Plumas, a political subdivision of the

State of California

DocuSigned by:

By: Keevin Allred

Name: Keevin Allred

Title: Chief Probation Officer

Date signed: 5/29/2025

By: _____

Name: Kevin Goss

Title: Chair, Board of Supervisors

Date signed: _____

Attest:

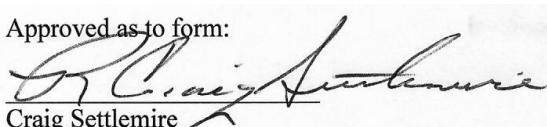
By: _____

Name: Allen Hiskey

Title: Clerk of the Board

Date signed: _____

Approved as to form:


Craig Settemire
Counsel



**PLUMAS COUNTY
PLANNING DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Tracey Ferguson, Director of Planning

MEETING DATE: June 10, 2025

SUBJECT: **CONTINUED PUBLIC HEARING: 11:00A.M.**

1. Receive public comment from the continued public hearing of June 3, 2025; and

2. Adopt **RESOLUTION** to Designate Local Responsibility Area Moderate, High, and Very High Fire Hazard Severity Zones Consistent with State Law with an Associated Official Hazard Map; and

3. Find the approval by **ORDINANCE** not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sec. 15060(c)(3) as the activity is not a "Project" as defined in Public Resources Code Sec. 21065 and CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Sec. 15378 because the Ordinance has no potential for resulting in a direct or indirect physical change in the environment; and

4. Adopt an **ORDINANCE** of the County of Plumas, State of California, first introduced on June 3, 2025, adding a Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones to Plumas County Code Title 9 Planning and Zoning; approved as to form by County Counsel; discussion and possible action. Roll call vote

Recommendation:

CONTINUED PUBLIC HEARING: 11:00A.M.

1. Receive public comment from the continued public hearing of June 3, 2025; and
2. Adopt **RESOLUTION** to Designate Local Responsibility Area Moderate, High, and Very High Fire Hazard Severity Zones Consistent with State Law with an Associated Official Hazard Map; and
3. Find the approval by **ORDINANCE** not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sec. 15060(c)(3) as the activity is not a "Project" as defined in Public Resources Code Sec. 21065 and CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Sec. 15378 because the Ordinance has no potential for resulting in a direct or indirect physical change in the environment; and
4. Adopt an **ORDINANCE** of the County of Plumas, State of California, first introduced on June 3, 2025, adding a Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones to Plumas County Code Title 9 Planning and Zoning.

Background and Discussion:

Local Responsibility Area (LRA) Fire Hazard Severity Zones (FHSZ)

The Office of the State Fire Marshal is mandated by Government Code Sec. 51178 to identify levels of fire hazard in the Local Responsibility Area (LRA) based on consistent statewide criteria and the expected severity of fire hazards, and Government Code Sec. 51179 requires the State Fire Marshal to make recommendations of fire hazard severity zones to local agencies (Sec. 51177(e)), for city and county designation and adoption by ordinance.

On February 10, 2025, Plumas County received the 2025 updated official hazard map entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025), which evaluates “hazard,” not “risk” to include areas or zones of Very High, High, and Moderate fire hazard based on consistent statewide criteria and the severity of fire hazard that is expected to prevail in those areas (Government Code Sec. 51178). The zones must be based on fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the State Fire Marshall as a major cause of wildfire spread. This 2025 map update is intended to enhance California’s approach to wildfire preparedness.

Pursuant to Government Code Sec. 51178.5, Plumas County created an LRA website for information and public comment, as follows: <https://www.plumascounty.us/3354/LRA-Fire-Hazard-Severity-Zones-FHSZ-Map>.

Government Code Sec. 51179(b)(1) allows for Plumas County, at its discretion, to include areas not identified as Very High FHSZs, as Very High following a finding supported by substantial evidence in the record that the requirements of Government Code Sec. 51182 (i.e., defensible space) are necessary for effective fire protection within the area. Further Government Code Sec. 51179(b)(2) allows for Plumas County, at its discretion, include areas not identified as Moderate and High FHSZs, as Moderate and High. Furthermore, Government Code Sec. 51179(b)(3) directs that Plumas County cannot decrease the level of fire hazard severity zones for any area and may only increase the level.

LRA Areas in Unincorporated Plumas County

LRA areas in Plumas County are those where the local agency is responsible for wildfire protection, which in the case of Plumas, is the responsibility of the local fire protection special districts. Specifically, the areas of LRA in unincorporated Plumas County are within the Town of Chester, Town of Quincy, Town of East Quincy, and Sierra Valley. Local fire protection special districts affected include Peninsula Fire Protection District (Chester), Quincy Fire Protection District (Quincy/East Quincy), and Beckwourth Peak Fire Protection District (Sierra Valley).

ORDINANCE ADOPTION AND OFFICIAL HAZARD MAP INCORPORATION BY REFERENCE

Pursuant to Government Code Sec. 51179(a), Plumas County must adopt the 2025 LRA Moderate, High, and Very High FHSZs in the unincorporated area of the County by ordinance, with an associated map incorporated by reference, no later than June 10, 2025.

On June 3, 2025, the Board of Supervisors introduced and waived the first reading of the Ordinance adding Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones to Plumas County Code Title 9 Planning and Zoning. Public and Board comments were received, and the main concerns continue to be:

- Whether the hazard maps will be used by insurance companies to evaluate wildfire risk when underwriting fire insurance coverage?
- Questioning the inputs and methodology the Office of the State Fire Marshall utilized in modeling the hazard zones?

The official hazard map entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025) is not being recommended to be modified by the Board of Supervisors and is for the purpose of evaluating local wildfire hazard planning decisions and not insurance wildfire risk underwriting decisions.

TRANSMITTAL OF ORDINANCE AND MAP TO THE STATE

Plumas County must transmit a copy of the ordinance and map adopted by the Board of Supervisors to the State Fire Marshall no later than July 10, 2025.

During the June 3, 2025, Board of Supervisors public hearing, the Board and public expressed significant frustration with Government Code Sec. 51179(b)(3), as part of the 2025 LRA hazard map and ordinance adoption process, as Plumas County should have local control over the decrease in a fire hazard severity zone level for an LRA area if findings can be made based on best available local data and information inputs to the geospatial model to support. As a result, the Board directed a cover letter to accompany the transmittal of the adopted ordinance and map to the State Fire Marshall conveying the concern and providing support to state legislators, including District 1 State Assemblymember Heather Hadwick and District 1 State Senator Megan Dahle, to draft a bill to amend Government Code Sec. 51179(b)(3), as it reads currently: "A local agency shall not decrease the level of fire hazard severity zone as identified by the State Fire Marshal for any area within the jurisdiction of the local agency, and...may only increase the level of fire hazard severity zone as identified by the State Fire Marshal for any area within the jurisdiction of the local agency."

Additionally, the Resolution for consideration by the Board states "WHEREAS, on behalf of the County and LRA property owners, the Board of Supervisors expresses significant frustration with Government Code Sec. 51179(b)(3) as Plumas County should have direction to decrease the fire hazard severity zone level for an LRA area if findings can be made based on best available local data and inputs to the geospatial model to support."

Action:

CONTINUED PUBLIC HEARING: 11:00A.M.

1. Receive public comment from the continued public hearing of June 3, 2025; and
2. Adopt **RESOLUTION** to Designate Local Responsibility Area Moderate, High, and Very High Fire Hazard Severity Zones Consistent with State Law with an Associated Official Hazard Map; and
3. Find the approval by **ORDINANCE** not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sec. 15060(c)(3) as the activity is not a "Project" as defined in Public Resources Code Sec. 21065 and CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Sec. 15378 because the Ordinance has no potential for resulting in a direct or indirect physical change in the environment; and
4. Adopt an **ORDINANCE** of the County of Plumas, State of California, first introduced on June 3, 2025, adding a Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones to Plumas County Code Title 9 Planning and Zoning.

Fiscal Impact:

Planning Department staff time regular wages in FY24/25 General Fund department budget.

Attachments:

1. LRA_BOS RESOLUTION NO. 25-_____
2. LRA FHSZ Ordinance_Exhibit A_BOS 6.10.25
3. FHSZ_County_LRA Hazard Map_Plumas_1.22.25

BOARD OF SUPERVISORS
RESOLUTION NO. 2025-_____

**DESIGNATE LOCAL RESPONSIBILITY AREA MODERATE, HIGH, AND VERY HIGH
FIRE HAZARD SEVERITY ZONES CONSISTENT WITH STATE LAW
WITH AN ASSOCIATED OFFICIAL HAZARD MAP**

WHEREAS, Government Code Sec. 51175 states the California Legislature hereby finds and declares as follows:

1. Wildfires are extremely costly, not only to property owners and residents, but also to local agencies. Wildfires pose a serious threat to the preservation of the public peace, health, or safety. The wildfire front is not the only source of risk since embers, or firebrands, travel far beyond the area impacted by the front and pose a risk of ignition to a structure or fuel on a site for a longer time. Since fires ignore civil boundaries, it is necessary that cities, counties, special districts, state agencies, and federal agencies work together to bring raging fires under control. Preventive measures are therefore needed to ensure the preservation of the public peace, health, or safety; and
2. The prevention of wildland fires is not a municipal affair, as that term is used in Section 5 of Article XI of the California Constitution, but is instead, a matter of statewide concern. It is the intent of the Legislature that Government Code, Title 5 Local Agencies, Division 1 Cities and Counties, Part 1 Powers and Duties Common to Cities and Counties, Chapter 6.8. Moderate, High, and Very High Fire Hazard Severity Zones (Sec. 51175 – 51189) apply to all local agencies, including, but not limited to, charter cities, charter counties, and charter cities and counties. This subdivision shall not limit the authority of a local agency to impose more restrictive fire and public safety requirements, as otherwise authorized by law; and

WHEREAS, the Office of the State Fire Marshal is mandated by Government Code Sec. 51178 to identify levels of fire hazard designated as Moderate, High, and Very High in the Local Responsibility Area (LRA) that are not in the State Responsibility Area (SRA); and

WHEREAS, Government Code Sec. 51179 requires the State Fire Marshal to make recommendations of fire hazard severity zones to local agencies (Sec. 51177(e)), for city and county designation and adoption by ordinance; and

WHEREAS, on February 10, 2025, Plumas County received a transmittal from the State Fire Marshal with the 2025 updated official LRA hazard map entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025), which is intended to enhance California’s approach to wildfire preparedness; and

WHEREAS, the official LRA hazard map evaluates “hazard,” not “risk” to include areas or zones of Very High, High, and Moderate fire hazard based on consistent statewide criteria such as fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread and the severity of fire hazard that is expected to prevail in those areas (Government Code Sec. 51178); and

WHEREAS, “Hazard” is based on the physical conditions that create a likelihood and expected fire behavior over a 30 to 50-year period without considering mitigation measures such as home hardening, recent wildfire, or fuel reduction efforts; and

WHEREAS, “Risk” is the potential damage a fire can do to the area under existing conditions, accounting for any modifications such as fuel reduction projects, defensible space, and ignition resistant building construction; and

WHEREAS, Government Code Sec. 51178.5 requires Plumas County within 30 days after receiving the 2025 updated official LRA hazard map to make the information available for public review and comment; and

WHEREAS, on March 11, 2025, the Plumas County Board of Supervisors made available for public review and comment the 2025 updated official LRA hazard map entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025) through establishing a LRA website (<https://www.plumascounty.us/3354/LRA-Fire-Hazard-Severity-Zones-FHSZ-Map>) in addition to posting a notice pursuant to Government Code Sec. 51179(g) at the office of the County Clerk/Recorder, County Assessor, and County Planning Department; and

WHEREAS, the Board of Supervisors directed Planning Department staff to conduct public outreach for public review and comment on the 2025 updated official LRA hazard map and send a U.S. postal direct mailing to property owners within the LRA; and

WHEREAS, the Planning Director participated in the following state and public meetings: 1. March 24, 2025, Chester Town Hall Public Meeting; 2. March 29, 2025, Plumas County Fire Chiefs Association Meeting; 3. April 1, 2025, Office of the State Fire Marshall Meeting; 4. April 2, 2025, Beckwourth Peak Fire Protection District Board Meeting; 5. April 10, 2025, Plumas County Fire Safe Council Public Meeting; and 6. May 14, 2025, Firewise Communities Leads Meeting; and

WHEREAS, on May 9, 2025, a standard postcard direct mailing was sent to 2,052 property owners within the LRA notifying them they may be impacted by the proposed official LRA hazard map amendments and informing them of the public comment opportunity at the Board of Supervisor ordinance and map adoption public hearings on June 3, 2025, and June 10, 2025; and

WHEREAS, LRA areas in unincorporated Plumas County are within the Town of Chester, Town of Quincy, Town of East Quincy, and Sierra Valley and are areas where the local agency fire protection special district is responsible for wildfire protection; and

WHEREAS, responsible local agency fire protection special districts include Peninsula Fire Protection District (Chester), Quincy Fire Protection District (Quincy/East Quincy), and Beckwourth Peak Fire Protection District (Sierra Valley); and

WHEREAS, Government Code Sec. 51179(a), requires Plumas County to adopt an LRA ordinance, with an associated map, within 120 days of receiving the 2025 updated official LRA hazard map on February 10, 2025, or no later than June 10, 2025; and

WHEREAS, thereafter within 30 days, or by July 10, 2025, Plumas County shall transmit a copy of the Board of Supervisors adopted ordinance and associated map; and

WHEREAS, Government Code Sec. 51179(b)(3) directs that Plumas County cannot decrease the level of fire hazard severity zones for any area and may only increase the level; and

WHEREAS, on behalf of the County and LRA property owners, the Board of Supervisors expresses significant frustration with Government Code Sec. 51179(b)(3) as Plumas County should have direction to decrease the fire hazard severity zone level for an LRA area if findings can be made based on best available local data and inputs to the geospatial model to support.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas, State of California, that this Board, pursuant to the authority granted by the Government Code of the State of California:

- A. The official hazard map entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025) has not been modified by the Board of Supervisors as recommended by the State Fire Marshall pursuant to Government Code Sec. 51178 and shall be for the purpose of evaluating local wildfire hazard planning decisions and not insurance wildfire risk underwriting decisions.
- B. Finds the Ordinance adoption not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sec. 15060(c)(3) as the activity is not a “Project” as defined in Public Resources Code Sec. 21065, meaning, “an activity which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment,” and CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Sec. 15378 because the Ordinance has no potential for resulting in a direct or indirect physical change in the environment.
- C. Adopts Ordinance No. 2025-_____ adding Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones to Title 9 Planning and Zoning of the Plumas County Code to designate Local Responsibility Area (LRA) Moderate, High, and Very High Fire Hazard Severity Zones (FHSZs) and incorporates by reference the official hazard map entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025) as shown in Exhibit “A” attached herein.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on this 10th day of June, 2025, by the following vote:

AYES: Supervisors:
NOES: Supervisors:
ABSENT: Supervisors:
ABSTAIN: Supervisors:

Kevin Goss, Chair of the Board of
Supervisors

ATTEST:

Allen Hiskey, Clerk of the Board of Supervisors

Approved as to form:



Joshua Brechtel, Attorney
County Counsel's Office

“EXHIBIT A”

PLUMAS COUNTY CODE TITLE 9 PLANNING AND ZONING CHAPTER 9.5 LOCAL RESPONSIBILITY AREA FIRE HAZARD SEVERITY ZONES

Article 1. - PURPOSES AND APPLICATION

Sec. 9-9.5.101. - Purposes.

- (a) The provisions of this chapter are to designate into this Code levels of fire hazard consistent with State Law pursuant to Government Code Sec. 51179 in the Local Responsibility Area (LRA) that being moderate, high, and very high Fire Hazard Severity Zones (FHSZs) as recommended by the State Fire Marshall pursuant to Government Code Sec. 51178.
- (b) The official hazard map hereby incorporated by reference and entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025) has not been modified by the Board of Supervisors and shall be for the purpose of evaluating local wildfire hazard planning decisions and not insurance wildfire risk underwriting decisions. The official hazard map is also located electronically on the following County website: <https://www.plumascounty.us/3354/LRA-Fire-Hazard-Severity-Zones-FHSZ-Map>.

Sec. 9-9.5.102. - Application.

- (a) The application of the provisions of this chapter and those portions of this Code which implement the LRA FHSZs shall identify LRA areas in unincorporated Plumas County by the State Fire Marshal pursuant to Government Code Sec. 51178 as moderate, high, and very high FHSZs based on consistent statewide criteria and the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high FHSZs shall be based on fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.
- (b) LRA areas in unincorporated Plumas County are within the Town of Chester, Town of Quincy, Town of East Quincy, and Sierra Valley and are areas where the local agency fire protection special district is responsible for wildfire protection.
- (c) Local agency fire protection special districts responsible include Peninsula Fire Protection District (Town of Chester), Quincy Fire Protection District (Town of Quincy and Town of East Quincy), and Beckwourth Peak Fire Protection District (Sierra Valley).

Article 2. - DEFINITIONS

Sec. 9-9.5.201. - Application.

For the purposes of this chapter, unless otherwise apparent from the context, certain words and phrases used in this chapter are defined in this article.

Sec. 9-9.5.202. - “Fire Hazard Severity Zones (FHSZs)” means areas designated as moderate, high, and very high by the State Fire Marshal pursuant to Government Code Sec. 51178 in the Local Responsibility Area (LRA) that are not in the State Responsibility Area (SRA).

Sec. 9-9.5.203. - “Fuel” means any combustible material, including petroleum-based products, cultivated landscape plants, grasses, and weeds, and wildland vegetation.

Sec. 9-9.5.204. - “Hazard” is based on the physical conditions that create a likelihood and expected fire behavior over a 30 to 50-year period without considering mitigation measures such as home hardening, recent wildfire, or fuel reduction efforts.

Sec. 9-9.5.205. - “Local agency” means a fire protection special district responsible for wildfire protection within the Local Responsibility Area (LRA).

Sec. 9-9.5.206. - “Local Responsibility Area (LRA)” means an area which a local agency is responsible for wildfire protection.

Sec. 9-9.5.207. - “Risk” is the potential damage a fire can do to the area under existing conditions, accounting for any modifications such as fuel reduction projects, defensible space, and ignition resistant building construction.

Sec. 9-9.5.208. - “Vegetation” is fuel for a wildfire and means all plants, including trees, shrubs, grass, and perennial or annual plants.

Sec. 9-9.5.209. - “Wildfire” means an unplanned, unwanted wildland fire, including unauthorized human-caused fires, escaped wildland fire use events, escaped prescribed fire projects, and all other wildland fires where the objective is to extinguish the fire.

ORDINANCE NO. 2025-_____

**AN ORDINANCE OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA,
PLUMAS COUNTY CODE TITLE 9 PLANNING AND ZONING ADDING CHAPTER 9.5
TO DESIGNATE LOCAL RESPONSIBILITY AREA MODERATE, HIGH, AND VERY HIGH
FIRE HAZARD SEVERITY ZONES CONSISTENT WITH STATE LAW
WITH AN ASSOCIATED OFFICIAL HAZARD MAP HEREBY INCORPORATED BY REFERENCE DATED
JANUARY 22, 2025, AND ENACTED BY BOARD OF SUPERVISORS RESOLUTION NO. 2025-_____**

The Board of Supervisors of the County of Plumas, State of California, ORDAINS as follows:

SECTION 1. Ordinance Amendment

Title 9 Planning and Zoning of the Plumas County Code is hereby added to as set forth below, as implemented by Exhibit "A" attached hereto.

Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones

Article 1. - PURPOSES AND APPLICATION

Sec. 9-9.5.101. - Purposes.

Sec. 9-9.5.102. - Application.

Article 2. - DEFINITIONS

Sec. 9-9.5.201. - Application.

Sec. 9-9.5.202. - "Fire Hazard Severity Zones (FHSZs)"

Sec. 9-9.5.203. - "Fuel"

Sec. 9-9.5.204. - "Hazard"

Sec. 9-9.5.205. - "Local agency"

Sec. 9-9.5.206. - "Local Responsibility Area (LRA)"

Sec. 9-9.5.207. - "Risk"

Sec. 9-9.5.208. - "Vegetation"

Sec. 9-9.5.209. - "Wildfire"

SECTION 2. Resolution

The adding of Chapter 9.5 Local Responsibility Area Fire Hazard Severity Zones to Title 9 Planning and Zoning of the Plumas County Code is consistent with the Board of Supervisors Resolution No. 2025-_____ and shall serve to implement the Ordinance adopted by the Board of Supervisors for the purposes of designating levels of fire hazard consistent with State Law pursuant to Government Code Sec. 51179 in the Local Responsibility Area (LRA) that being moderate, high, and very high Fire Hazard Severity Zones (FHSZs) as recommended by the State Fire Marshall pursuant to Government Code Sec. 51178 and incorporating by reference the official hazard map entitled "Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall" (dated January 22, 2025)—unmodified by the Board of Supervisors—to be utilized for evaluating local wildfire hazard planning decisions and not insurance wildfire risk underwriting decisions.

SECTION 3. Environmental Compliance

The Ordinance adoption is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sec. 15060(c)(3) as the activity is not a "Project" as defined in Public Resources Code Sec. 21065, meaning, "an activity which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment," and CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Sec. 15378 because the Ordinance has no potential for resulting in a direct or indirect physical change in the environment.

SECTION 4. Effective Date

This ordinance shall become effective 30 days from the date of Board of Supervisors adoption.

SECTION 5. Codification

This ordinance shall be codified as set forth in Exhibit "A" attached hereto.

SECTION 6. Publication

A summary of this ordinance shall be posted in a prominent location, pursuant to Sec. 25124(a) of the Government Code of the State of California, before the expiration of fifteen (15) days after the adoption of the ordinance, once, with the names of the supervisors voting for and against the ordinance, at the Board of Supervisors Chambers and shall remain posted thereafter for at least one (1) week.

The foregoing Ordinance was introduced on June 3, 2025, and duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, on this 10th day of June, 2025 by the following vote:

AYES: Supervisors:
NOES: Supervisors:
ABSENT: Supervisors:
ABSTAIN: Supervisors:

Kevin Goss, Chair of the Board of Supervisors

ATTEST:

Allen Hiskey, Clerk of the Board of Supervisors

Approved as to form:



Joshua Breehtel, Attorney
County Counsel's Office

“EXHIBIT A”

PLUMAS COUNTY CODE TITLE 9 PLANNING AND ZONING CHAPTER 9.5 LOCAL RESPONSIBILITY AREA FIRE HAZARD SEVERITY ZONES

Article 1. - PURPOSES AND APPLICATION

Sec. 9-9.5.101. - Purposes.

- (a) The provisions of this chapter are to designate into this Code levels of fire hazard consistent with State Law pursuant to Government Code Sec. 51179 in the Local Responsibility Area (LRA) that being moderate, high, and very high Fire Hazard Severity Zones (FHSZs) as recommended by the State Fire Marshall pursuant to Government Code Sec. 51178.
- (b) The official hazard map hereby incorporated by reference and entitled “Plumas County – Unincorporated LRA Local Responsibility Area Fire Hazard Severity Zones as Identified by the State Fire Marshall” (dated January 22, 2025) has not been modified by the Board of Supervisors and shall be for the purpose of evaluating local wildfire hazard planning decisions and not insurance wildfire risk underwriting decisions. The official hazard map is also located electronically on the following County website: <https://www.plumascounty.us/3354/LRA-Fire-Hazard-Severity-Zones-FHSZ-Map>.

Sec. 9-9.5.102. - Application.

- (a) The application of the provisions of this chapter and those portions of this Code which implement the LRA FHSZs shall identify LRA areas in unincorporated Plumas County by the State Fire Marshal pursuant to Government Code Sec. 51178 as moderate, high, and very high FHSZs based on consistent statewide criteria and the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high FHSZs shall be based on fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.
- (b) LRA areas in unincorporated Plumas County are within the Town of Chester, Town of Quincy, Town of East Quincy, and Sierra Valley and are areas where the local agency fire protection special district is responsible for wildfire protection.
- (c) Local agency fire protection special districts responsible include Peninsula Fire Protection District (Town of Chester), Quincy Fire Protection District (Town of Quincy and Town of East Quincy), and Beckwourth Peak Fire Protection District (Sierra Valley).

Article 2. - DEFINITIONS

Sec. 9-9.5.201. - Application.

For the purposes of this chapter, unless otherwise apparent from the context, certain words and phrases used in this chapter are defined in this article.

Sec. 9-9.5.202. - “Fire Hazard Severity Zones (FHSZs)” means areas designated as moderate, high, and very high by the State Fire Marshal pursuant to Government Code Sec. 51178 in the Local Responsibility Area (LRA) that are not in the State Responsibility Area (SRA).

Sec. 9-9.5.203. - “Fuel” means any combustible material, including petroleum-based products, cultivated landscape plants, grasses, and weeds, and wildland vegetation.

Sec. 9-9.5.204. - “Hazard” is based on the physical conditions that create a likelihood and expected fire behavior over a 30 to 50-year period without considering mitigation measures such as home hardening, recent wildfire, or fuel reduction efforts.

Sec. 9-9.5.205. - “Local agency” means a fire protection special district responsible for wildfire protection within the Local Responsibility Area (LRA).

Sec. 9-9.5.206. - “Local Responsibility Area (LRA)” means an area which a local agency is responsible for wildfire protection.

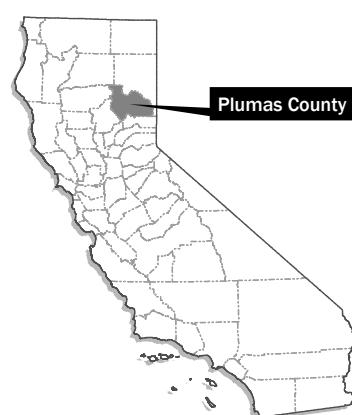
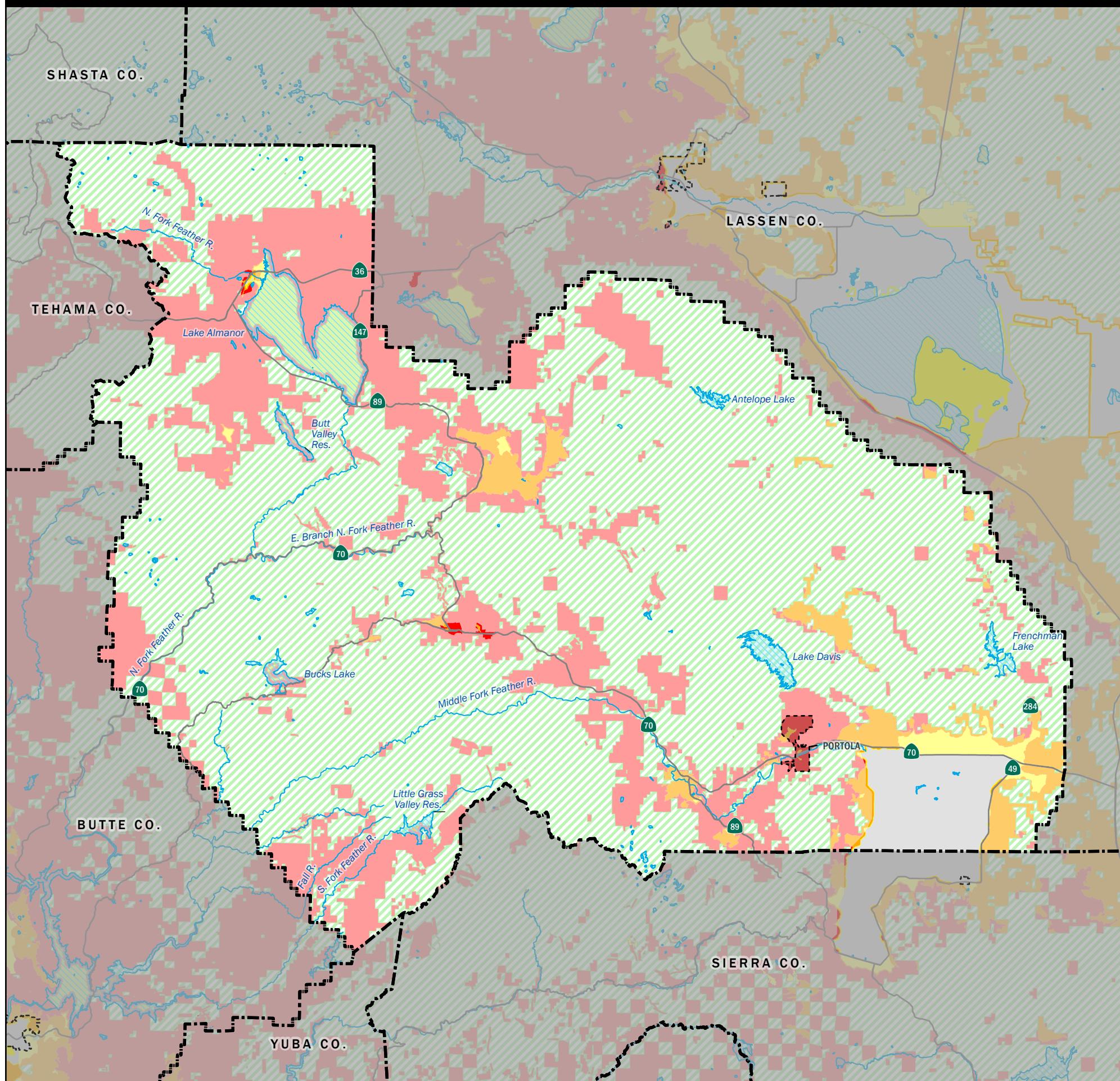
Sec. 9-9.5.207. - “Risk” is the potential damage a fire can do to the area under existing conditions, accounting for any modifications such as fuel reduction projects, defensible space, and ignition resistant building construction.

Sec. 9-9.5.208. - “Vegetation” is fuel for a wildfire and means all plants, including trees, shrubs, grass, and perennial or annual plants.

Sec. 9-9.5.209. - “Wildfire” means an unplanned, unwanted wildland fire, including unauthorized human-caused fires, escaped wildland fire use events, escaped prescribed fire projects, and all other wildland fires where the objective is to extinguish the fire.

Local Responsibility Area Fire Hazard Severity Zones

As Identified by the
State Fire Marshal
January 22, 2025



Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

Very High High Moderate

Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024

Very High High Moderate

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Mi
0 10 20 30 40
Km

Projection: NAD 83 California Teale Albers
Scale: 1:497,000 at 11" x 17"

Incorporated City Waterbody
Unzoned LRA Federal Responsibility Area (FRA)

Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent

statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather,

and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.

Gavin Newsom, Governor, State of California

Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency

Joe Tyler, Director/Fire Chief, CA Department of Forestry and Fire Protection

Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection

Data Sources:

CAL FIRE Fire Hazard Severity Zones (FHSZSRA23_3, FHSZLRA_25_1)

CAL FIRE State Responsibility Areas (SRA25_1)

City and County boundaries as of 10/22/24 (CA Board of Equalization)



**PLUMAS COUNTY
SOLID WASTE
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Rob Thorman, Director of Public Works

MEETING DATE: June 10, 2025

SUBJECT: **PUBLIC HEARING** Adopt a RESOLUTION ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 1 (OPERATED BY FEATHER RIVER DISPOSAL); (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. Roll call vote

Recommendation:

The Solid Waste Task Force respectfully recommends that the Board of Supervisors vote to adopt the attached, proposed Rate Increase Resolution for self-hauling residential and commercial customers to the County transfer stations in Franchise Area No. 1 operated by the franchise contractor Feather River Disposal per the Franchise Agreement that took effect on April 1, 2017.

Background and Discussion:

On March 14, 2025, Solid Waste staff received Feather River Disposal's audited financial statements for the period ending December 31, 2024. Public Works staff reviewed the audited financial statements and subsequently forwarded the documentation to HF&H Consultants. HF&H Consultants reviewed the audited financial statement and concluded that Feather River Disposal, per the Franchise Agreement, was entitled to a fee increase in the amount of 4.42%.

CONSIDERATION BY THE SOLID WASTE TASK FORCE:

On April 28, 2025, the Plumas County Integrated Waste Management Task Force conducted a Solid Waste Task Force Meeting to consider these proposed fee increase matters and make a recommendation for consideration by the Board of Supervisors. The Solid Waste Task Force voted to recommend a 4.42% Rate increase to the Board of Supervisors. If adopted, the rate increase would take effect on July 1, 2025.

PUBLIC NOTICE:

On May 27, 2025, Plumas County Public Works staff posted a Notice of Public Hearing pursuant to Prop. 13 procedures.

PUBLIC DOCUMENTS:

In addition to the enclosures listed below, the following documents are pertinent to this Rate Increase:

- Resolution No. 24-8922 dated and, approved at the public hearing held June 18, 2024
- 2024 FRD Audited Financial Statements
- 2025 Refuse Rate Index (RRI) Adjustments, Final Report dated April 25, 2025
- FRD Proposed 2025 Rate Adjustment – Exhibit A

Copies of the above documents are available for public viewing, during normal office hours, at:

- Department of Public Works Headquarters Building
1834 E Main Street, Quincy, CA 95971,
between the hours of 8am – 5pm, Monday through Friday, or

- Office of the Clerk of the Board of Supervisors
520 Main Street, Room # 309, Quincy, CA 95971,
between the hours of 8am – 5pm, Monday through Friday, or
- May be viewed on the Plumas County website at:
<https://www.plumascounty.us/2616/Public-Documents>

Action:

PUBLIC HEARING Adopt a **RESOLUTION** ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 1 (OPERATED BY FEATHER RIVER DISPOSAL); (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Fiscal Impact:

No General Fund impact.

Attachments:

1. FRD Prop 13 Resolution 2025
2. Advice from PCIWMTF 2025
3. FRD Transfer Station Rate Table 2025
4. Prop 13 Notice FRD 2025

RESOLUTION NO. 25-_____

A RESOLUTION ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 1 (OPERATED BY FEATHER RIVER DISPOSAL)

WHEREAS, the Plumas County Board of Supervisors, on June 18, 2024, did adopt replacement Resolution No. 24-8922, thus establishing a revised fee schedule for residential and commercial customers self-hauling to Plumas County Transfer Stations in Franchise Service Area No. 1, pursuant to Plumas County Code Section 6-10.208, and

WHEREAS, the request of USA Waste of California doing business as Feather River Disposal for a rate increase was considered at the duly noticed public hearing held on _____, 2025, and

WHEREAS, it is the conclusion of the Board of Supervisors, based on the evidence presented at the public hearing, that the franchisee for Service Area No. 1 is entitled to rate increases to the fee schedule that is presently in place pursuant to Plumas County Resolution No. 24-8922

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas that, pursuant to Plumas County Code Section 6-10.208, this Board revises the existing fee schedule, set by Resolution No. 24-8922, for collection, transfer and related solid waste services in Franchise Service Area No. 1, effective July 1, 2025, as follows:

- (a) **General.** For purposes of this section "franchisee" shall refer to a solid waste collector as defined in Chapter 10 of Title 6 of the Plumas County Code of Ordinances. The fees below apply only to Franchise Service Area No. 1, as defined in the County Solid Waste Management Plan, currently serviced by Feather River Disposal.
- (b) **Fees for unloading at transfer sites or landfills.** The following fees, as described below and shown as "Adjusted Rate" on the attached Exhibit "A", shall be collected from the public for unloading at transfer sites or landfills, and such fees shall be the franchisee's sole compensation for the handling, transfer, hauling, and ultimate disposal activities.
 - (1) **Minimum fee.** The minimum fee for unloading shall be \$12.05; for the equivalent of two (2) cans or standard containers the fee shall be \$12.05; for the equivalent of three (3) cans the fee shall be \$19.20; and the fee shall be \$25.20 for the equivalent of four (4) cans.
 - (2) **Vehicle unloading fee.** When waste is unloaded from vehicles and such waste exceeds an amount equivalent of four (4) cans or standard containers, then the following charges shall apply on the basis of vehicle size and type:

- (A) Station wagon: \$26.15
- (B) Compact pickup truck: \$32.55
- (C) Compact pickup truck with sideboards: \$41.55
- (D) Standard sized pickup truck: \$39.75
- (E) Standard sized pickup truck with sideboards: \$49.70
- (F) Larger trucks: \$28.05 per cubic yard maximum.

(3) **Fee for unloading large and restricted items.** Unusually large items increase the time and effort of disposal, and the following charges apply:

- (A) A washer or dryer, standard size refrigerator, single bed mattress, or similar—size object: \$22.50;
- (B) A standard size deep freezer, double bed mattress, or similar—size object: \$40.80 maximum;
- (C) Each tire sixteen (16") inches or less: \$5.05; Each tire greater than sixteen (16") inches to twenty (20") inches: \$10.10; Each tire greater than twenty (20") inches: \$22.40;
- (D) Tree stumps are not accepted at transfer stations or at the Chester Landfill.
- (E) Other large items not included in this section shall be charged pursuant to subsection (c) of this section;
- (F) Televisions and computer monitors: \$5.35;

(4) **Compacted loads.** Compacted loads shall be permitted only at transfer sites, and only if the hauler weighs the truck before and after tipping at the site. Compacted loads shall be charged at the rate of \$130.40 per ton.

(5) **Prohibited items.** None of the following items shall be permitted by the franchisee to be unloaded at transfer sites: dead animals, car bodies, tree stumps, explosives, toxic chemicals or any hazardous waste materials; except that household hazardous waste items may be accepted at designated transfer stations during the date and times set aside for special household hazardous waste disposal days as duly advertised by the County and the franchisee. Freon or other hazardous gases shall be removed from refrigerators and freezers prior to disposal.

(c) **Fees for extra services.** Services for which no fee is specified in this resolution shall be considered extra services by the franchisee, and the charges for such services shall be negotiated by the franchisee and the customer.

(d) **Rounding.** The preceding fees have been rounded to the nearest \$0.05 after adjustment.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the _____ day of _____ 2025, by the following vote:

AYES: Supervisors:

NOES: Supervisors:

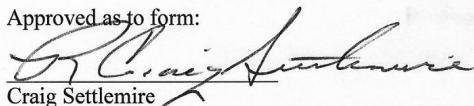
ABSTAIN: Supervisors:

Chair, Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors

Approved as to form:


Craig Settemire
Counsel



**PLUMAS COUNTY
INTEGRATED WASTE MANAGEMENT TASK FORCE (PCIWMTF)**
1834 East Main Street • Quincy, CA 95971 • (530) 283-6268
John Forno, Chair

MEMORANDUM

Apr. 28, 2025

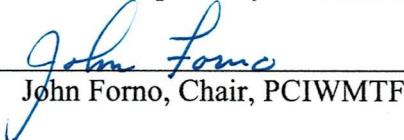
From: Plumas County Integrated Waste Management Task Force
Subject: Advice from PCIWMTF pertaining to proposed rate change for Solid Waste Franchise Areas No. 1 and No. 2
To: Plumas County Board of Supervisors

On Monday, April 28, 2025, the Plumas County Integrated Waste Management Task Force, a Board-appointed advisory committee, conducted a duly notified Regular Meeting. Five (5) Task Force Members were present; therefore, a quorum was established.

Following consideration of the Franchise Contract dictated annual rate review procedure, the Task Force unanimously developed the following advice for consideration by the Plumas County Board of Supervisors:

The PCIWMTF recommends the Board of Supervisors approve a rate increase for Solid Waste Franchise Area No. 1 and No. 2 in the amount of 4.42% and 4.56% respectively for the Fiscal Year of 2025/2026, pursuant to the rate evaluation procedures outlined in the 2017 Franchise Contract. These values were determined via an independent analysis of audited financial statements submitted by the Franchise Contractors as dictated by the Franchise Contract.

Respectfully submitted,


John Forno, Chair, PCIWMTF

FEATHER RIVER DISPOSAL - CURRENT VS PROPOSED FEE SCHEDULE FOR TRANSFER STATION SELF HAUL SERVICE

EXHIBIT A

Description of Service	Current Rates		2025 Rate Adjustment
	ALL		Proposed Transfer Station Rate (Effective July 1, 2025)
Container Unloading Fees			
Minimum unloading fee	\$11.55		\$12.05
Two cans or standard containers	\$11.55		\$12.05
Three cans or standard containers	\$18.40		\$19.20
Four cans or standard containers	\$24.15		\$25.20
Vehicle Unloading Fees			
Station Wagon	\$25.05		\$26.15
Compact Truck	\$31.15		\$32.55
Compact Truck with Side Boards	\$39.80		\$41.55
Standard Size Pickup Truck	\$38.05		\$39.75
Standard Size Pickup Truck with Side Boards	\$47.60		\$49.70
Larger Trucks (per CY)	\$26.85		\$28.05
Large and Restricted Items			
Small Appliances: Washer, dryer, standard fridge, etc.	\$21.55		\$22.50
Large Appliances: Deep freezer, etc.	\$39.05		\$40.80
Tires (rim diameter)			
16 inches or less	\$4.85		\$5.05
Greater than 16 inches to 20 inches	\$9.65		\$10.10
Greater than 20 inches	\$21.45		\$22.40
Mattresses			
Twin/full	\$21.55		\$22.50
Queen/king	\$39.05		\$40.80
TVs/ Computer Monitors	\$5.10		\$5.35
Compacted Loads (per ton)	\$124.90		\$130.40



PUBLIC NOTICE

OF A PROPOSITION 13 PUBLIC HEARING ON A PROPOSED FEE INCREASE FOR DISPOSAL OF SOLID WASTE AT COUNTY TRANSFER STATIONS IN FRANCHISE AREA No. 1 SUPERVISORS BOARD ROOM IN THE PLUMAS COUNTY COURTHOUSE 10:00 A.M., JUNE 10, 2025

A resolution is being considered to amend the rates for solid waste collection and disposal within the unincorporated portion of Plumas County served by **Feather River Disposal (Solid Waste Franchise Area No. 1)**. The calculated rate increase **(4.42%)** is determined per the terms and conditions of the 2017 Franchise Contract for residential and commercial customers self-hauling solid waste to Plumas County transfer stations operated by the franchise contractor USA Waste of California, Inc., dba Feather River Disposal (FRD) serving Franchise Area No. 1.

If adopted, the resolution will amend the existing solid waste fee schedule to increase the solid waste collection and disposal fees for residential and commercial customers self-hauling solid waste to Plumas County transfer stations located in Quincy, Greenville, Chester and Laporte by **(4.42%)** beginning on July 1, 2025. These rate changes apply to the area serviced by Feather River Disposal only, not InterMountain Disposal. A proposed fee schedule is available on the County website (see below).

*The proposed fee schedule is available for view on the internet at:
<https://www.plumascounty.us/2616/Public-Documents>*

Pursuant to California Proposition 13, if you wish to file a valid written protest, you must ensure that the following information is included in your protest letter: the street address or Assessor's Parcel Number (APN), the original signature of the property owner or tenant (person billed for collection services) and a statement of opposition to the proposed fee increase.

If you desire to submit a protest letter, it must be received by the Plumas County Department of Public Works at 1834 E. Main St., Quincy CA, 95971 before the date of the Public Hearing on the proposed fee or delivered at the Public Hearing.



**PLUMAS COUNTY
SOLID WASTE
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Rob Thorman, Director of Public Works

MEETING DATE: June 10, 2025

SUBJECT: **PUBLIC HEARING** Adopt a RESOLUTION ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 2 (OPERATED BY INTERMOUNTAIN DISPOSAL); (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. Roll call vote.

Recommendation:

The Solid Waste Task Force respectfully recommends that the Board of Supervisors vote to adopt the attached, proposed Rate Increase Resolution for self-hauling residential and commercial customers to the County transfer stations in Franchise Area No. 2 operated by the franchise contractor InterMountain Disposal per the Franchise Agreement that took effect on April 1, 2017.

Background and Discussion:

On March 14, 2025, Solid Waste staff received Feather River Disposal's audited financial statements for the period ending December 31, 2024. Public Works staff reviewed the audited financial statements and subsequently forwarded the documentation to HF&H Consultants. HF&H Consultants reviewed the audited financial statement and concluded that InterMountain Disposal, per the Franchise Agreement, was entitled to a fee increase in the amount of 4.56%.

CONSIDERATION BY THE SOLID WASTE TASK FORCE:

On April 28, 2025, the Plumas County Integrated Waste Management Task Force conducted a Solid Waste Task Force Meeting to consider these proposed fee increase matters and make a recommendation for consideration by the Board of Supervisors. The Solid Waste Task Force voted to recommend a 4.56% Rate increase to the Board of Supervisors. If adopted, the rate increase would take effect on July 1, 2025.

PUBLIC NOTICE:

On May 27, 2025, Plumas County Public Works staff posted a Notice of Public Hearing pursuant to Prop. 13 procedures.

PUBLIC DOCUMENTS:

In addition to the enclosures listed below, the following documents are pertinent to this Rate Increase:

- Resolution No. 24-8921 dated and, approved at the public hearing held June 18, 2024
- 2024 IMD Audited Financial Statements
- 2025 Refuse Rate Index (RRI) Adjustments, Final Report dated April 25, 2025
- IMD Proposed 2025 Rate Adjustment – Exhibit A

Copies of the above documents are available for public viewing, during normal office hours, at:

- Department of Public Works Headquarters Building
1834 E Main Street, Quincy, CA 95971,
between the hours of 8am – 5pm, Monday through Friday, or

- Office of the Clerk of the Board of Supervisors
520 Main Street, Room # 309, Quincy, CA 95971,
between the hours of 8am – 5pm, Monday through Friday, or

- May be viewed on the Plumas County website at:

<https://www.plumascounty.us/2616/Public-Documents>

Action:

PUBLIC HEARING Adopt a **RESOLUTION** ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF-HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 2 (OPERATED BY INTERMOUNTAIN DISPOSAL); (No General Fund Impact); approved as to form by County Counsel; discussion and possible action. **Roll call vote.**

Fiscal Impact:

No General Fund impact.

Attachments:

1. Prop 13 Notice IMD 2025
2. IMD Prop 13 Resolution 2025
3. Advice from PCIWMTF 2025
4. IMD Transfer Station Rate Table 2025



PUBLIC NOTICE

OF A PROPOSITION 13 PUBLIC HEARING ON A PROPOSED FEE INCREASE FOR DISPOSAL OF SOLID WASTE AT COUNTY TRANSFER STATIONS IN FRANCHISE AREA No. 2 SUPERVISORS BOARD ROOM IN THE PLUMAS COUNTY COURTHOUSE 10:00 A.M., JUNE 10, 2025

A resolution is being considered to amend the rates for solid waste collection and disposal within the unincorporated portion of Plumas County served by **InterMountain Disposal (IMD) (Solid Waste Franchise Area No. 2)**. The calculated rate increase (**4.56%**) is determined per the terms and conditions of the 2017 Franchise Contract for residential and commercial customers self-hauling solid waste to Plumas County transfer stations operated by the franchise contractor InterMountain Disposal (IMD) serving Franchise Area No. 2.

If adopted, the resolution will amend the existing solid waste fee schedule to increase the solid waste collection and disposal fees for residential and commercial customers self-hauling solid waste to Plumas County transfer stations located in Delleker and Graeagle by **4.56%** beginning on July 1, 2025. These rate changes apply to the area serviced by Intermountain Disposal only, not Feather River Disposal. A proposed fee schedule is available on the County website (see below).

The proposed fee schedule is available for view on the internet at:
<https://www.plumascounty.us/2616/Public-Documents>

Pursuant to California Proposition 13, if you wish to file a valid written protest, you must ensure that the following information is included in your protest letter: the street address or Assessor's Parcel Number (APN), the original signature of the property owner or tenant (person billed for collection services) and a statement of opposition to the proposed fee increase.

If you desire to submit a protest letter, it must be received by the Plumas County Department of Public Works at 1834 E. Main St., Quincy CA, 95971 before the date of the Public Hearing on the proposed fee, or delivered at the Public Hearing.

RESOLUTION NO. 25-_____

A RESOLUTION ESTABLISHING A REVISED FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS SELF- HAULING SOLID WASTE TO PLUMAS COUNTY TRANSFER STATIONS IN FRANCHISE SERVICE AREA NO. 2 (OPERATED BY INTERMOUNTAIN DISPOSAL INC.)

WHEREAS, the Plumas County Board of Supervisors, on June 18, 2024, did adopt replacement Resolution No. 24-8921 thus establishing a revised fee schedule for residential and commercial customers self-hauling to Plumas County Transfer Stations in Franchise Service Area No. 2, pursuant to Plumas County Code Section 6-10.208, and

WHEREAS, the request of Intermountain Disposal for a rate increase was considered at the duly noticed public hearing held on _____, 2025, and

WHEREAS, it is the conclusion of the Board of Supervisors, based on evidence presented at the public hearing, that the Franchise Contractor for Franchise Service Area No. 2 is entitled to rate increase to the fee schedule that is presently in place pursuant to Plumas County Resolution No. 24-8921.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas that, pursuant to Plumas County Code Section 6-10.208, this Board revises the existing fee schedule, set by Resolution No. 24-8921, for residential and commercial customers self-hauling solid waste to Plumas County transfer stations in Franchise Service Area No. 2, effective July 1, 2025, as follows:

(a) General. For purposes of this section "franchisee" shall refer to a solid waste collector as defined in Chapter 10 of Title 6 of the Plumas County Code of Ordinances. The fees below apply to only Franchise Service Area No. 2, as defined in the County Solid Waste Management Plan.

(b) Fees for unloading at transfer sites or landfills. The following fees shall be collected from the public for unloading at transfer sites or landfills, and such fees shall cover the handling, transfer, hauling and ultimate disposal activities.

(1) Minimum fee. The minimum fee for unloading shall be \$12.20 for the equivalent of two (2) cans or standard containers; \$18.65 for the equivalent of three (3) cans; and \$23.45 for the equivalent of four (4) cans.

(2) Vehicle unloading fee. When waste is unloaded from vehicles and such waste exceeds in amount the equivalent of four (4) cans or standard containers, then the following charges shall apply on the basis of vehicle size:

- (I) Station Wagon: \$24.80;
- (II) Compact pickup truck: \$30.90;
- (III) Compact pickup truck with sideboards: \$39.05;
- (IV) Standard-sized pickup truck: \$37.75;
- (V) Standard-sized pickup truck with sideboards: \$46.60;
- (VI) Larger trucks: \$27.20 per cubic yard maximum.

(3) Fee for unloading large and restricted items. Unusually large items increase the time and effort of disposal, and the following charges shall apply:

- (I) A washer or dryer, standard-sized refrigerator, single-bed mattress, or similar-sized object: \$21.05;
- (II) A standard-sized deep freezer, double-bed mattress, or similar-sized object: \$39.05 maximum;
- (III) Each tire sixteen (16") inches or less: \$4.60; Each tire seventeen (17") inches to twenty (20") inches: \$11.15; Each tire more than twenty (20") inches: \$20.50;
- (IV) Tree stumps shall be unloaded only at landfills, not transfer sites. Each stump twelve (12") inches or less: \$30.15; Each stump thirteen (13") to twenty-four (24") inches: \$60.35; Each stump more than twenty-four (24") inches: \$90.55;
- (V) Cathode ray tubes and televisions shall only be accepted at transfer stations. Each cathode ray tube (computer monitor) and television: \$5.00;
- (VI) Other large items not included in this section shall be charged pursuant to subsection (c) of this section.

(4) Compacted loads. Compacted loads shall be permitted only at transfer sites, and only if the hauler weighs the truck before and after tipping at the site. Compacted loads shall be charged at the rate of \$112.30 per ton.

(5) Prohibited items. None of the following items shall be permitted by the franchisee to be unloaded: dead animals; car bodies; tree stumps at transfer sites; explosives; toxic chemicals or any hazardous waste materials; except that steel items and car bodies will be accepted free of charge at the Greenville Transfer Site.

(c) Fee for extra services. Services for which no fee is specified in this resolution shall be considered extra services by the franchisee, and the charges for such services shall be negotiated by the franchisee and customer.

(d) **Rounding.** The preceding fees have been rounded to the nearest \$0.05 after adjustment.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the _____ day of _____, 2025, by the following vote:

AYES: Supervisors:

NOES: Supervisors:

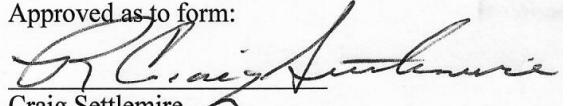
ABSTAIN: Supervisors:

Chair, Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors

Approved as to form:



Craig Settlemire
Counsel



PLUMAS COUNTY
INTEGRATED WASTE MANAGEMENT TASK FORCE (PCIWMTF)
1834 East Main Street • Quincy, CA 95971 • (530) 283-6268
John Forno, Chair

MEMORANDUM

Apr. 28, 2025

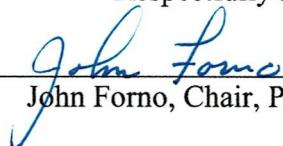
From: Plumas County Integrated Waste Management Task Force
Subject: Advice from PCIWMTF pertaining to proposed rate change for Solid Waste Franchise Areas No. 1 and No. 2
To: Plumas County Board of Supervisors

On Monday, April 28, 2025, the Plumas County Integrated Waste Management Task Force, a Board-appointed advisory committee, conducted a duly notified Regular Meeting. Five (5) Task Force Members were present; therefore, a quorum was established.

Following consideration of the Franchise Contract dictated annual rate review procedure, the Task Force unanimously developed the following advice for consideration by the Plumas County Board of Supervisors:

The PCIWMTF recommends the Board of Supervisors approve a rate increase for Solid Waste Franchise Area No. 1 and No. 2 in the amount of 4.42% and 4.56% respectively for the Fiscal Year of 2025/2026, pursuant to the rate evaluation procedures outlined in the 2017 Franchise Contract. These values were determined via an independent analysis of audited financial statements submitted by the Franchise Contractors as dictated by the Franchise Contract.

Respectfully submitted,


John Forno, Chair, PCIWMTF

INTERMOUNTAIN DISPOSAL - CURRENT VS PROPOSED FEE SCHEDULE FOR TRANSFER STATION SELF HAUL SERVICE

Exhibit A

Description of Service	Current Rates		2025 Rate Adjustment
	All		Proposed Transfer Station Rate (Effective July 1, 2025)
Transfer Station Unload Fees			
Two cans or standard containers	\$ 11.65		\$ 12.20
Three cans or standard containers	\$ 17.85		\$ 18.65
Four cans or standard containers	\$ 22.45		\$ 23.45
Station Wagon	\$ 23.70		\$ 24.80
Compact Truck	\$ 29.55		\$ 30.90
Compact Truck with Side Boards	\$ 37.35		\$ 39.05
Standard Size Pickup Truck	\$ 36.10		\$ 37.75
Standard Size Pickup Truck with Side Boards	\$ 44.55		\$ 46.60
Larger Trucks (per CY)	\$ 26.00		\$ 27.20
Transfer Station - Large and Restricted Items			
Washer, dryer, standard fridge, single mattress	\$ 20.15		\$ 21.05
Deep freezer, double mattress	\$ 37.35		\$ 39.05
Tire - 16" or less	\$ 4.40		\$ 4.60
Tire - 16.1" to 20"	\$ 10.65		\$ 11.15
Tire - 20" or more	\$ 19.60		\$ 20.50
Tree Stumps			
12" or less	\$ 28.85		\$ 30.15
13" to 24"	\$ 57.70		\$ 60.35
Greater than 24"	\$ 86.60		\$ 90.55
Cathode Ray Moniter or TV	\$ 4.80		\$ 5.00
Compacted Loads (per ton)	\$ 107.40		\$ 112.30



**PLUMAS COUNTY
HUMAN RESOURCES DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Joshua Mizrahi, Interim Director of Human Resources

MEETING DATE: June 10, 2025

SUBJECT: Adopt **RESOLUTION** adopting Plumas County's Pay Schedule; (General Fund Impact) as approved in FY 24/25 recommended budget; approved as to form by County Counsel; discussion and possible action. Roll call vote

Recommendation:

Adopt **RESOLUTION** adopting Plumas County's Pay Schedule; (General Fund Impact) as approved in FY 24/25 recommended budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Background and Discussion:

Adopt this Resolution to approve new job classification wage ranges for the OE3 Mid-Management & Supervisors Unit (Resolution No. 2025-9018). These wage increases have a General Fund Impact. Plumas County's pay schedule has been updated to reflect new base wages and to meet the CalPERS CCR 370.5 Statutory and Regulatory Requirements for Publicly Available Pay Schedule.

Action:

Adopt **RESOLUTION** adopting Plumas County's Pay Schedule; (General Fund Impact) as approved in FY 24/25 recommended budget; approved as to form by County Counsel; discussion and possible action. **Roll call vote**

Fiscal Impact:

General Fund Impact

Attachments:

1. 5837 FINAL
2. Pay Schedule 05-20-2025 Exhibit A
3. Pay Schedule 2025 MASTER - WORKING
4. Resolution No. 25-9018 (HR) - Resolution ratifying the MOU between International Operating Local 3 Mid & Supervisors Unit

RESOLUTION TO ADOPT PLUMAS COUNTY'S PAY SCHEDULE

WHEREAS, Plumas County (County) is contracted with CalPERS and therefore it is the County's responsibility to comply with all terms and conditions set forth in the County's contract with CalPERS and to ensure all reportable information is compliant with the Public Employees' Retirement Law (PERL), Public Employees' Pension Reform Act of 2013 (PEPRA), and Title 2 of the California Code of Regulations (CCR), and

WHEREAS, Plumas County is aware that publicly available Pay Schedules are required by CalPERS and are a critical component to verify all members' pay rates when calculating members' retirement benefits, and

WHEREAS, Subdivision (a) of CCR section 570.5 defines the requirements for a publicly available Pay Schedule used to determine pay rates and the proposed Pay Schedule meets those requirements, and

WHEREAS, this Pay Schedule reflects new job classification wage ranges for the OE3 Mid-Management & Supervisors Unit outlined in the Memorandum of Understanding approved by the Board of Supervisors on May 13, 2025, per Resolution 2025-9018. The updated wages are effective May 18, 2025, and have General Fund impact, and

WHEREAS, Human Resources is requesting the adoption of the revised Pay Schedule for Fiscal Year 2024/2025.

NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

Approve this Resolution to adopt Plumas County's revised Pay Schedule attached as Exhibit A.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 10th day of June 2025 by the following vote:

AYES:

NOES:

ABSENT:

Chairperson, Board of Supervisors

ATTEST:

Clerk of the Board

Approved as to form:



Sara James, Attorney
County Counsel's Office

County of Plumas
Pay Schedule

Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-9018
and adopted by the Board as of 06/10/2025 per Resolution Number 2025-XXXX

CONFIDENTIAL EMPLOYEE UNIT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ACCOUNTANT	\$21.17	\$22.23	\$23.35	\$24.52	\$25.75	\$27.05	\$28.41	\$29.83	\$31.33	\$32.90
ACCOUNTANT AUDITOR 1	\$23.93	\$25.13	\$26.39	\$27.72	\$29.11	\$30.56	\$32.09	\$33.71	\$35.38	\$37.17
ACCOUNTANT AUDITOR 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
ASSISTANT AUDITOR/CONTROLLER	\$30.51	\$32.03	\$33.64	\$35.33	\$37.10	\$38.98	\$40.92	\$42.97	\$45.12	\$47.38
ASST RISK MGR/OCC SAFETY & HEALTH SPEC	\$28.55	\$29.98	\$31.47	\$33.05	\$34.72	\$36.45	\$38.28	\$40.21	\$42.20	\$44.32
CHIEF DEPUTY AUDITOR	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16	\$39.03	\$40.97	\$43.04	\$45.20
CLERK OF THE BOARD	\$28.03	\$29.44	\$30.91	\$32.45	\$34.07	\$35.78	\$37.57	\$39.45	\$41.42	\$43.50
DEPUTY COUNTY COUNSEL 1	\$38.24	\$40.15	\$42.17	\$44.29	\$46.50	\$48.82	\$51.27	\$53.83	\$56.52	\$59.35
DEPUTY COUNTY COUNSEL 2	\$42.63	\$44.76	\$47.00	\$49.35	\$51.82	\$54.41	\$57.13	\$59.99	\$62.99	\$66.13
DEPUTY COUNTY COUNSEL 3	\$47.95	\$50.35	\$52.87	\$55.51	\$58.29	\$61.20	\$64.27	\$67.48	\$70.85	\$74.39
FISCAL SUPPORT COORDINATOR	\$19.94	\$20.95	\$21.99	\$23.10	\$24.27	\$25.48	\$26.76	\$28.12	\$29.53	\$31.00
HELP DESK SPECIALIST	\$21.82	\$22.92	\$24.07	\$25.28	\$26.55	\$27.88	\$29.28	\$30.75	\$32.29	\$33.91
HR PAYROLL SPECIALIST 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
HR PAYROLL SPECIALIST 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
HUMAN RESOURCES ANALYST 1	\$23.92	\$25.12	\$26.38	\$27.71	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16
HUMAN RESOURCES ANALYST 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
HUMAN RESOURCES TECHNICIAN 1	\$18.54	\$19.47	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79
HUMAN RESOURCES TECHNICIAN 2	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79	\$30.25	\$31.77
HUMAN RESOURCES TECHNICIAN 3	\$21.69	\$22.77	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69
LEAD FISCAL & TECH SERV ASST	\$17.68	\$18.57	\$19.50	\$20.48	\$21.52	\$22.59	\$23.72	\$24.91	\$26.16	\$27.48
MANAGEMENT ANALYST 1	\$23.92	\$25.12	\$26.38	\$27.71	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16
MANAGEMENT ANALYST 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
NETWORK/EDR ADMINISTRATOR	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45	\$39.33	\$41.29	\$43.35	\$45.52
OFFICE OF EMERGENCY SERVICES-OES MGR.	\$29.15	\$30.61	\$32.14	\$33.75	\$35.45	\$37.23	\$39.09	\$41.04	\$43.10	\$45.26
PARALEGAL 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
PARALEGAL 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
PARALEGAL 3	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49	\$37.27	\$39.14	\$41.11	\$43.16	\$45.33
PAYROLL SPECIALIST 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
PAYROLL SPECIALIST 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
SAAS SYSTEMS ADMINISTRATOR	\$31.57	\$33.15	\$34.81	\$36.56	\$38.39	\$40.31	\$42.33	\$44.45	\$46.67	\$49.00
SYSTEMS ANALYST 1	\$27.72	\$29.11	\$30.56	\$32.09	\$33.71	\$35.38	\$37.17	\$39.05	\$40.99	\$43.06
SYSTEMS ANALYST 2	\$30.51	\$32.03	\$33.64	\$35.33	\$37.10	\$38.98	\$40.92	\$42.97	\$45.12	\$47.38

County of Plumas
Pay Schedule

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CONTRACT EMPLOYEES

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
AIRPORT MANAGER	\$22.03	\$23.14	\$24.29	\$25.51	\$26.78	\$28.12	\$29.53	\$31.00	\$32.55	\$34.18
ASSISTANT COUNTY COUNSEL	\$55.44	\$58.21	\$61.12	\$64.18	\$67.39	\$70.76	\$74.29	\$78.01	\$81.91	\$86.01
BH DEPUTY DIRECTOR	\$45.00	\$47.25	\$49.62	\$52.11	\$54.72	\$57.46	\$60.34	\$63.36	\$66.53	\$69.86
DISASTER RECOVERY COORDINATOR	\$35.00	\$36.77	\$38.60	\$40.54	\$42.57	\$44.70	\$46.93	\$49.28	\$51.74	\$54.33
GRANT MANAGER	\$35.00	\$36.77	\$38.60	\$40.54	\$42.57	\$44.70	\$46.93	\$49.28	\$51.74	\$54.33

**County of Plumas
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DEPARTMENT HEADS

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
AG COMM/SEALER OF WTS & MEAS	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
ALCOHOL & DRUG ADMINISTRATOR	\$36.06	\$37.87	\$39.77	\$41.76	\$43.85	\$46.05	\$48.36	\$50.78	\$53.32	\$55.99
BEHAVIORAL HEALTH DIRECTOR	\$58.00	\$60.90	\$63.95	\$67.14	\$70.50	\$74.02	\$77.73	\$81.61	\$85.69	\$89.98
CHIEF PROBATION OFFICER	\$45.00	\$47.25	\$49.61	\$52.09	\$54.70	\$57.43	\$60.30	\$63.32	\$66.49	\$69.81
COUNTY ADMINISTRATIVE OFFICER	\$75.00	\$78.75	\$82.69	\$86.82	\$91.16	\$95.72	\$100.51	\$105.53	\$110.81	\$116.35
COUNTY COUNSEL	\$70.71	\$74.25	\$77.96	\$81.86	\$85.95	\$90.25	\$94.76	\$99.50	\$104.47	\$109.69
COUNTY FAIR MANAGER	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05	\$65.16
COUNTY LIBRARIAN	\$38.00	\$39.90	\$41.90	\$43.99	\$46.19	\$48.50	\$50.92	\$53.47	\$56.14	\$58.95
DIRECTOR OF BUILDING SERVICES	\$47.00	\$49.35	\$51.82	\$54.41	\$57.13	\$59.99	\$62.98	\$66.13	\$69.44	\$72.91
DIRECTOR OF CHILD SUPPORT SVCS	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05	\$65.16
DIRECTOR OF FACILITY SERVICES	\$40.00	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05
DIRECTOR OF INFO TECHNOLOGIES	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
DIRECTOR OF PUBLIC HEALTH	\$58.00	\$60.90	\$63.95	\$67.14	\$70.50	\$74.02	\$77.73	\$81.61	\$85.69	\$89.98
DIRECTOR OF PUBLIC WORKS	\$55.00	\$57.75	\$60.64	\$63.67	\$66.85	\$70.20	\$73.71	\$77.39	\$81.26	\$85.32
DIRECTOR OF RISK MANAGEMENT AND SAFETY	\$45.00	\$47.25	\$49.61	\$52.09	\$54.70	\$57.43	\$60.30	\$63.32	\$66.49	\$69.81
ENVIRONMENTAL HEALTH DIRECTOR	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
HUMAN RESOURCES DIRECTOR	\$50.00	\$52.50	\$55.13	\$57.88	\$60.78	\$63.81	\$67.00	\$70.36	\$73.87	\$77.57
MUSEUM DIRECTOR	\$30.00	\$31.50	\$33.08	\$34.73	\$36.47	\$38.29	\$40.20	\$42.21	\$44.32	\$46.54
PLANNING DIRECTOR	\$55.38	\$58.15	\$61.06	\$64.11	\$67.31	\$70.68	\$74.21	\$77.93	\$81.82	\$85.91
SOCIAL SERV DIR/PUB GUARD/PC	\$50.00	\$52.50	\$55.13	\$57.88	\$60.78	\$63.81	\$67.00	\$70.36	\$73.87	\$77.57

**County of Plumas
Pay Schedule**

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ELECTED OFFICIALS

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASSESSOR	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78
AUDITOR/CONTROLLER	\$47.55	\$0.00	\$0.00	\$0.00	\$0.00	\$49.94	\$52.43	\$55.06	\$57.80	\$60.70
BOARD OF SUPERVISORS-CPI 2014	\$22.08	\$0.00	\$0.00	\$0.00	\$0.00	\$23.19	\$24.35	\$25.56	\$26.84	\$28.19
BOARD OF SUPERVISORS-CPI 2018	\$24.29	\$0.00	\$0.00	\$0.00	\$0.00	\$25.51	\$26.78	\$28.12	\$29.53	\$31.00
BOARD OF SUPERVISORS-NON PERS-CPI 2022	\$30.36	\$0.00	\$0.00	\$0.00	\$0.00	\$31.87	\$33.47	\$35.14	\$36.90	\$38.74
BOARD OF SUPERVISORS-PERSABLE-CPI 2022	\$28.38	\$0.00	\$0.00	\$0.00	\$0.00	\$29.80	\$31.29	\$32.85	\$34.50	\$36.22
BOARD OF SUPERVISORS-NON PERS-CPI 2023	\$31.62	\$0.00	\$0.00	\$0.00	\$0.00	\$33.20	\$34.86	\$36.60	\$38.43	\$40.35
BOARD OF SUPERVISORS-PERSABLE-CPI 2023	\$29.56	\$0.00	\$0.00	\$0.00	\$0.00	\$31.04	\$32.59	\$34.22	\$35.93	\$37.73
BOARD OF SUPERVISORS-NON PERS-CPI 2024	\$32.83	\$0.00	\$0.00	\$0.00	\$0.00	\$34.48	\$36.20	\$38.01	\$39.91	\$41.90
BOARD OF SUPERVISORS-PERSABLE-CPI 2024	\$30.70	\$0.00	\$0.00	\$0.00	\$0.00	\$32.23	\$33.84	\$35.53	\$37.31	\$39.18
CLERK-RECORDER **	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78
DISTRICT ATTORNEY	\$84.54	\$0.00	\$0.00	\$0.00	\$0.00	\$88.76	\$93.21	\$97.86	\$102.75	\$107.90
SHERIFF/CORONER	\$58.64	\$0.00	\$0.00	\$0.00	\$0.00	\$61.58	\$64.65	\$67.88	\$71.27	\$74.84
TREASURER/TAX COLLECTOR **	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78

**** Stipends adopted by Ordinance #07-1059 on 09/02/2007, revised as of 06/30/2024 per Ordinance #22-1142 adopted 03/01/2022**

CLERK-RECORDER	\$4.27	\$0.00	\$0.00	\$0.00	\$0.00	\$4.48	\$4.71	\$4.94	\$5.19	\$5.45
TREASURER/TAX COLLECTOR	\$5.16	\$0.00	\$0.00	\$0.00	\$0.00	\$5.42	\$5.69	\$5.97	\$6.27	\$6.59

**County of Plumas
Pay Schedule**

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OE3 PUBLIC WORKS

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
ASSISTANT ENGINEER	\$31.94	\$33.54	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
ASSOCIATE ENGINEER	\$32.49	\$34.10	\$35.82	\$37.62	\$39.50	\$41.48	\$43.56	\$45.76	\$48.04	\$50.46	\$52.98	\$55.63
ENGINEERING AIDE	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
ENGINEERING TECHNICIAN 1	\$22.44	\$23.57	\$24.77	\$26.00	\$27.31	\$28.68	\$30.13	\$31.63	\$33.22	\$34.89	\$36.64	\$38.47
ENGINEERING TECHNICIAN 2	\$24.26	\$25.46	\$26.76	\$28.11	\$29.51	\$30.99	\$32.55	\$34.18	\$35.89	\$37.71	\$39.60	\$41.58
EQUIPMENT SERVICE WORKER	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
FISCAL/TECHNICAL SERVICES ASSISTANT 1	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
FISCAL/TECHNICAL SERVICES ASSISTANT 2	\$19.44	\$20.41	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.26
FISCAL/TECHNICAL SERVICES ASSISTANT 3	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.94	\$36.68
LEAD POWER EQUIPMENT MECHANIC	\$25.22	\$26.50	\$27.84	\$29.23	\$30.71	\$32.23	\$33.86	\$35.57	\$37.35	\$39.23	\$41.19	\$43.25
MANAGEMENT ANALYST 1	\$24.31	\$25.51	\$26.81	\$28.14	\$29.55	\$31.03	\$32.60	\$34.22	\$35.94	\$37.74	\$39.63	\$41.61
MANAGEMENT ANALYST 2	\$27.03	\$28.38	\$29.80	\$31.29	\$32.85	\$34.52	\$36.25	\$38.06	\$39.96	\$41.96	\$44.06	\$46.27
MECHANIC/SHOP TECHNICIAN	\$22.86	\$24.01	\$25.21	\$26.49	\$27.82	\$29.21	\$30.70	\$32.22	\$33.84	\$35.54	\$37.31	\$39.18
POWER EQUIPMENT MECHANIC 1	\$21.15	\$22.21	\$23.33	\$24.50	\$25.73	\$27.03	\$28.39	\$29.81	\$31.31	\$32.87	\$34.52	\$36.24
POWER EQUIPMENT MECHANIC 2	\$22.86	\$24.01	\$25.21	\$26.49	\$27.82	\$29.21	\$30.70	\$32.22	\$33.84	\$35.54	\$37.31	\$39.18
PRINCIPAL TRANSPORTATION PLANNER	\$37.61	\$39.49	\$41.47	\$43.55	\$45.75	\$48.03	\$50.45	\$52.97	\$55.63	\$58.41	\$61.32	\$64.39
PUBLIC WORKS MAINTENANCE LEADWORKER	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.92	\$36.67	\$38.51
PUBLIC WORKS MAINTENANCE WORKER 1	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
PUBLIC WORKS MAINTENANCE WORKER 2	\$19.44	\$20.41	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.26
PUBLIC WORKS MAINTENANCE WORKER 3	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.94	\$36.68
PUBLIC WORKS SENIOR ENV. PLANNER	\$32.49	\$34.10	\$35.82	\$37.62	\$39.50	\$41.48	\$43.56	\$45.76	\$48.04	\$50.46	\$52.98	\$55.63
SENIOR ENGINEERING TECHNICIAN	\$26.73	\$28.06	\$29.49	\$30.96	\$32.51	\$34.13	\$35.86	\$37.65	\$39.54	\$41.51	\$43.59	\$45.77
SOLID WASTE PROGRAM MANAGER	\$29.48	\$30.95	\$32.50	\$34.12	\$35.83	\$37.62	\$39.50	\$41.48	\$43.56	\$45.75	\$48.03	\$50.44
TRANSPORTATION PLANNER	\$31.94	\$33.54	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
WELDER	\$22.20	\$23.32	\$24.48	\$25.71	\$27.02	\$28.38	\$29.79	\$31.30	\$32.86	\$34.53	\$36.25	\$38.07

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OE3 PUBLIC WORKS MID-MGMT

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
ASSISTANT DIRECTOR OF PUBLIC WORKS	\$39.48	\$41.46	\$43.54	\$45.74	\$48.02	\$50.44	\$52.96	\$55.62	\$58.38	\$61.32	\$64.39	\$67.61
DEPUTY DIRECTOR OF PUBLIC WORKS	\$39.48	\$41.46	\$43.54	\$45.74	\$48.02	\$50.44	\$52.96	\$55.62	\$58.38	\$61.32	\$64.39	\$67.61
EQUIPMENT MAINTENANCE SUPERVISOR	\$29.48	\$30.95	\$32.50	\$34.12	\$35.83	\$37.62	\$39.50	\$41.48	\$43.56	\$45.75	\$48.03	\$50.44
PUBLIC WORKS ADMIN SERVICES OFFICER	\$38.48	\$40.40	\$42.42	\$44.55	\$46.79	\$49.13	\$51.59	\$54.18	\$56.91	\$59.76	\$62.75	\$65.89
PW FISCAL OFFICER/ADMIN SERVICES MANAGER	\$33.92	\$35.63	\$37.42	\$39.29	\$41.27	\$43.34	\$45.52	\$47.79	\$50.18	\$52.70	\$55.34	\$58.11
PW ROAD MAINTENANCE SUPERVISOR	\$26.05	\$27.36	\$28.72	\$30.18	\$31.70	\$33.28	\$34.96	\$36.71	\$38.56	\$40.48	\$42.50	\$44.64

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OE3 GENERAL

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
4-H REPRESENTATIVE	\$18.72	\$19.65	\$20.63	\$21.68	\$22.76	\$23.91	\$25.12	\$26.37	\$27.70	\$29.08
ACCOUNTANT	\$19.68	\$20.68	\$21.72	\$22.80	\$23.96	\$25.16	\$26.43	\$27.75	\$29.14	\$30.60
ACCOUNTING TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
ADMINISTRATIVE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
ADMINISTRATIVE ASSISTANT 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
AG & STANDARDS INSPECTOR 1	\$22.06	\$23.16	\$24.33	\$25.55	\$26.83	\$28.17	\$29.58	\$31.08	\$32.63	\$34.27
AG & STANDARDS INSPECTOR 2	\$25.65	\$26.95	\$28.29	\$29.70	\$31.20	\$32.76	\$34.41	\$36.14	\$37.95	\$39.85
AG & STANDARDS INSPECTOR 3	\$28.30	\$29.72	\$31.22	\$32.78	\$34.42	\$36.15	\$37.96	\$39.87	\$41.86	\$43.96
AG & STANDARDS TECHNICIAN 1	\$17.04	\$17.90	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49
AG & STANDARDS TECHNICIAN 2	\$18.70	\$19.64	\$20.63	\$21.67	\$22.75	\$23.89	\$25.09	\$26.35	\$27.68	\$29.07
AG & STANDARDS TECHNICIAN 3	\$20.32	\$21.34	\$22.42	\$23.54	\$24.73	\$25.97	\$27.27	\$28.64	\$30.07	\$31.59
AG & STANDARDS MANAGEMENT ANALYST 1	\$22.84	\$23.99	\$25.20	\$26.46	\$27.78	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49
AG & STANDARDS MANAGEMENT ANALYST 2	\$25.40	\$26.67	\$28.01	\$29.42	\$30.89	\$32.45	\$34.07	\$35.78	\$37.57	\$39.45
ALCOHOL & DRUG PREV COORD	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
ALCOHOL & DRUG THERAPIST 1	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
ALCOHOL & DRUG THERAPIST 2	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
ALTERNATIVE SENTENCING COORD	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21	\$30.69	\$32.22
ANIMAL CONTROL OFFICER 1	\$19.35	\$20.31	\$21.33	\$22.40	\$23.51	\$24.69	\$25.93	\$27.22	\$28.58	\$30.01
ANIMAL CONTROL OFFICER 2	\$22.40	\$23.51	\$24.69	\$25.93	\$27.22	\$28.58	\$30.01	\$31.51	\$33.08	\$34.75
ANIMAL SHELTER ATTENDANT	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
APPRAISAL ASSISTANT	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21
APPRAISER 1	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
APPRAISER 2	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38	\$34.00
APPRAISER 3	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
ASSISTANT COOK	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
ASSISTANT MUSEUM DIRECTOR	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
ASSISTANT PLANNER	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
ASSOCIATE PLANNER	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
AUDITOR ACCOUNTING CLERK 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
AUDITOR ACCOUNTING CLERK 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
AUDITOR ACCOUNTING TECH 1	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14	\$29.57	\$31.05
AUDITOR/APPRAISER 1	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21
AUDITOR/APPRAISER 2	\$20.33	\$21.36	\$22.43	\$23.55	\$24.73	\$25.98	\$27.27	\$28.64	\$30.08	\$31.59
AUDITOR/APPRAISER 3	\$22.42	\$23.54	\$24.72	\$25.97	\$27.26	\$28.63	\$30.07	\$31.58	\$33.16	\$34.82
BH ADMINISTRATIVE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
BH ADMINISTRATIVE ASSISTANT 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
BH CASE MGMT SPECIALIST 1	\$22.15	\$23.28	\$24.43	\$25.66	\$26.95	\$28.30	\$29.72	\$31.22	\$32.78	\$34.43
BH CASE MGMT SPECIALIST 2	\$24.42	\$25.65	\$26.93	\$28.29	\$29.71	\$31.21	\$32.76	\$34.42	\$36.15	\$37.95
BH CASE MGMT SPECIALIST SR	\$26.69	\$28.05	\$29.45	\$30.92	\$32.48	\$34.10	\$35.81	\$37.61	\$39.50	\$41.47
BH CLINICAL RECORDS SPECIALIST	\$19.31	\$20.29	\$21.31	\$22.37	\$23.50	\$24.68	\$25.92	\$27.21	\$28.58	\$30.01
BH QUALITY ASSURANCE COORD	\$29.54	\$31.02	\$32.58	\$34.23	\$35.93	\$37.74	\$39.62	\$41.62	\$43.70	\$45.90
BH SITE COORDINATOR	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87	\$30.34	\$31.85
BH SUBSTANCE USE DISORDER COUNSELOR I	\$25.69	\$26.98	\$28.33	\$29.75	\$31.24	\$32.81	\$34.46	\$36.19	\$38.00	\$39.90
BH SUBSTANCE USE DISORDER COUNSELOR II	\$28.55	\$29.98	\$31.47	\$33.05	\$34.72	\$36.45	\$38.28	\$40.21	\$42.20	\$44.32
BH SUPERVISING SITE COORD	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
BH SUPPORT SERVICES COORD	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
BH SUPPORTIVE SERVICES TECH 1	\$17.26	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81
BH SUPPORTIVE SERVICES TECH 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
BH SYSTEMS ANALYST	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
BH THERAPIST 1	\$27.63	\$29.01	\$30.46	\$32.00	\$33.59	\$35.28	\$37.05	\$38.91	\$40.86	\$42.92
BH THERAPIST 2	\$30.44	\$31.98	\$33.56	\$35.26	\$37.03	\$38.88	\$40.84	\$42.89	\$45.04	\$47.30
BH THERAPIST SENIOR	\$33.61	\$35.30	\$37.07	\$38.93	\$40.88	\$42.94	\$45.09	\$47.35	\$49.71	\$52.21
BLDG & GRNDS MAINT TECHNICIAN	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98	\$33.58
BLDG & GRNDS MAINT WORKER 1	\$16.96	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31
BLDG & GRNDS MAINT WORKER 2	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62
BLDG & GRNDS MAINT WORKER 3	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98
BOOKMOBILE LIBRARY ASSISTANT	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
BRANCH LIBRARY ASSISTANT 1	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
BRANCH LIBRARY ASSISTANT 2	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
BUILDING INSPECTOR 1	\$21.35	\$22.42	\$23.55	\$24.74	\$25.98	\$27.30	\$28.66	\$30.09	\$31.60	\$33.19
BUILDING INSPECTOR 2	\$24.71	\$25.96	\$27.26	\$28.63	\$30.06	\$31.57	\$33.15	\$34.81	\$36.56	\$38.39
BUILDING PLANCHECK INSPECTOR	\$26.56	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27
BUILDING PLANS EXAMINER 1	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
BUILDING PLANS EXAMINER 2	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
CADASTRAL DRAFTING SPECIALST	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
CHILD SUPPORT ACCOUNTING SPEC	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
CHILD SUPPORT ASSISTANT I	\$16.85	\$17.70	\$18.58	\$19.51	\$20.49	\$21.51	\$22.59	\$23.71	\$24.90	\$26.15
CHILD SUPPORT ASSISTANT II	\$18.59	\$19.53	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87
CHILD SUPPORT ASSISTANT III	\$19.47	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79	\$30.23
CHILD SUPPORT LEGAL CLERK I	\$17.45	\$18.32	\$19.24	\$20.19	\$21.21	\$22.27	\$23.38	\$24.55	\$25.78	\$27.06
CHILD SUPPORT LEGAL CLERK II	\$19.18	\$20.13	\$21.16	\$22.21	\$23.33	\$24.49	\$25.73	\$27.01	\$28.36	\$29.78
CHILD SUPPORT LEGAL CLERK III	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
CHILD SUPPORT SPECIALIST 1	\$19.53	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87	\$30.34
CHILD SUPPORT SPECIALIST 2	\$21.01	\$22.06	\$23.16	\$24.33	\$25.55	\$26.83	\$28.17	\$29.58	\$31.08	\$32.63
CHILD SUPPORT SPECIALIST 3	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
CODE ENFORCEMENT OFFICER	\$26.82	\$28.16	\$29.57	\$31.05	\$32.62	\$34.26	\$35.97	\$37.77	\$39.65	\$41.65
COLLECTIONS OFFICER 1	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
COLLECTIONS OFFICER 2	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
COMMUNITY OUTREACH COORDINATOR	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
CUSTODIAN	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DA INVESTIGATIONS SPECIALIST	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09	\$35.80	\$37.60	\$39.49	\$41.46
DA INVESTIGATIVE ASSISTANT	\$21.38	\$22.45	\$23.57	\$24.75	\$26.00	\$27.32	\$28.68	\$30.13	\$31.63	\$33.21
DEPUTY CHILD SUP ATTORNEY 1	\$28.57	\$30.00	\$31.49	\$33.08	\$34.75	\$36.50	\$38.33	\$40.25	\$42.26	\$44.38
DEPUTY CHILD SUP ATTORNEY 2	\$31.52	\$33.10	\$34.77	\$36.52	\$38.35	\$40.27	\$42.28	\$44.40	\$46.63	\$48.97

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5
DEPUTY CLERK-RECORDER 1	\$17.20	\$18.07	\$18.98	\$19.94	\$20.95	\$22.01	\$23.12	\$24.27	\$25.49	\$26.77
DEPUTY CLERK-RECORDER 2	\$19.81	\$20.80	\$21.85	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77
DEPUTY DISTRICT ATTORNEY 1	\$37.29	\$39.16	\$41.12	\$43.17	\$45.33	\$47.59	\$49.97	\$52.47	\$55.10	\$57.85
DEPUTY DISTRICT ATTORNEY 2	\$41.51	\$43.59	\$45.76	\$48.05	\$50.46	\$52.98	\$55.63	\$58.41	\$61.33	\$64.40
DEPUTY DISTRICT ATTORNEY 3	\$46.22	\$48.53	\$50.95	\$53.50	\$56.18	\$58.99	\$61.94	\$65.03	\$68.29	\$71.70
DEPUTY PUB GUARD/CONSERVATOR 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DEPUTY PUB GUARD/CONSERVATOR 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
DISTRICT ATTORNEY INVESTIGATOR	\$24.72	\$25.96	\$27.26	\$28.63	\$30.06	\$31.58	\$33.16	\$34.82	\$36.57	\$38.40
DRINKING DRIVER COORDINATOR	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
DRIVER 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DRIVER 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
DRIVER 3	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
ELECTIONS COORDINATOR	\$26.16	\$27.49	\$28.85	\$30.32	\$31.84	\$33.44	\$35.13	\$36.89	\$38.74	\$40.69
ELECTIONS SERVICES ASSISTANT 1	\$17.20	\$18.07	\$18.98	\$19.94	\$20.95	\$22.01	\$23.12	\$24.27	\$25.49	\$26.77
ELECTIONS SERVICES ASSISTANT 2	\$19.81	\$20.80	\$21.85	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77
ELECTIONS SPECIALIST	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63
ELIGIBILITY SPECIALIST 1	\$16.96	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31
ELIGIBILITY SPECIALIST 2	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01
ELIGIBILITY SPECIALIST 3	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98
EMPLOYMENT & TRAINING WORKER 1	\$19.20	\$20.15	\$21.18	\$22.23	\$23.35	\$24.51	\$25.75	\$27.03	\$28.39	\$29.82
EMPLOYMENT & TRAINING WORKER 2	\$21.16	\$22.21	\$23.33	\$24.49	\$25.73	\$27.01	\$28.37	\$29.80	\$31.28	\$32.86
EMPLOYMENT & TRAINING WORKER 3	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27	\$32.85	\$34.49	\$36.22
ENVIRONMENTAL HEALTH AIDE	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
ENVIRONMENTAL HEALTH SPEC 1	\$25.78	\$27.07	\$28.43	\$29.87	\$31.35	\$32.93	\$34.59	\$36.33	\$38.14	\$40.05
ENVIRONMENTAL HEALTH SPEC 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
ENVIRONMENTAL HEALTH SPEC 3	\$31.29	\$32.87	\$34.51	\$36.25	\$38.06	\$39.97	\$41.99	\$44.09	\$46.30	\$48.61
ENVIRONMENTAL HEALTH TECH 1	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
ENVIRONMENTAL HEALTH TECH 2	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
EPIDEMIOLOGIST	\$37.10	\$38.96	\$40.91	\$42.95	\$45.09	\$47.35	\$49.71	\$52.21	\$54.82	\$57.57
EXECUTIVE ASSISTANT-PLANNING	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
FAIR FISCAL COORDINATOR 1	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
FAIR FISCAL COORDINATOR 2	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
FAMILY VIOLENCE OFFICER	\$19.84	\$20.84	\$21.88	\$22.99	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85
FIELD SERVICES ASSISTANT	\$16.64	\$17.48	\$18.36	\$19.29	\$20.27	\$21.28	\$22.34	\$23.48	\$24.66	\$25.90
FISCAL & TECH SERVICES ASST 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
FISCAL & TECH SERVICES ASST 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
FISCAL & TECH SERVICES ASST 3	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
GEO INFO SYS (GIS) PLANNER 1	\$23.53	\$24.71	\$25.96	\$27.25	\$28.62	\$30.06	\$31.57	\$33.15	\$34.81	\$36.56
GEO INFO SYS (GIS) PLANNER 2	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
HAZ MAT SPECIALIST 1	\$25.78	\$27.07	\$28.43	\$29.87	\$31.35	\$32.93	\$34.59	\$36.33	\$38.14	\$40.05
HAZ MAT SPECIALIST 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
HAZ MAT SPECIALIST 3	\$31.29	\$32.87	\$34.51	\$36.25	\$38.06	\$39.97	\$41.99	\$44.09	\$46.30	\$48.61
HEAD COOK	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
HEALTH AIDE 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
HEALTH AIDE 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5
HEALTH EDUCATION COORDINATOR 1	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
HEALTH EDUCATION SPECIALIST	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
HIV SPECIALTY CLINIC THERAPIST	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
INFORMATION SYSTEMS TECHNICIAN	\$23.70	\$24.88	\$26.13	\$27.44	\$28.81	\$30.26	\$31.78	\$33.37	\$35.04	\$36.80
LEAD DEPUTY CLERK-RECORDER	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63
LEGAL SECRETARY	\$20.34	\$21.37	\$22.44	\$23.56	\$24.74	\$25.99	\$27.30	\$28.65	\$30.09	\$31.60
LEGAL SECRETARY - SENIOR	\$21.58	\$22.66	\$23.81	\$25.01	\$26.26	\$27.57	\$28.96	\$30.41	\$31.93	\$33.53
LEGAL SECRETARY - TRAINEE	\$18.44	\$19.38	\$20.35	\$21.37	\$22.45	\$23.57	\$24.76	\$26.00	\$27.31	\$28.67
LEGAL SERVICES ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
LEGAL SERVICES ASSISTANT 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
LIBRARIAN	\$22.83	\$23.98	\$25.19	\$26.45	\$27.78	\$29.17	\$30.64	\$32.18	\$33.79	\$35.49
LIBRARY AIDE	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
LIBRARY LITERACY CLERK	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
LIBRARY TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
LICENSED VOCATIONAL NURSE 1-BH	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
LICENSED VOCATIONAL NURSE 1-PH	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
LICENSED VOCATIONAL NURSE 2-BH	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
LICENSED VOCATIONAL NURSE 2-PH	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
LITERACY PROGRAM ASSISTANT 1	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
LITERACY PROGRAM ASSISTANT 2	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
MANAGEMENT ANALYST 1	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
MANAGEMENT ANALYST 2	\$25.54	\$26.81	\$28.15	\$29.56	\$31.04	\$32.61	\$34.25	\$35.96	\$37.76	\$39.64
MENTORING COORDINATOR	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
MUSEUM REGISTRAR	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
NATURAL RESOURCES ANALYST	\$22.42	\$23.54	\$24.72	\$25.97	\$27.26	\$28.63	\$30.07	\$31.58	\$33.16	\$34.82
NURSE PRACTITIONER	\$50.49	\$53.02	\$55.68	\$58.47	\$61.38	\$64.47	\$67.70	\$71.09	\$74.65	\$78.38
OFFICE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
OFFICE ASSISTANT 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
OFFICE ASSISTANT 3	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
OFFICE AUTOMATION ANALYST	\$24.09	\$25.29	\$26.56	\$27.89	\$29.28	\$30.76	\$32.31	\$33.92	\$35.62	\$37.40
OFFICE AUTOMATION SPECIALIST	\$19.84	\$20.84	\$21.88	\$22.99	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85
PARALEGAL 1	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
PARALEGAL 2	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15	\$28.52	\$29.96
PARALEGAL 3	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
PERMIT TECHNICIAN	\$17.89	\$18.79	\$19.74	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83
PHYSICIAN ASSISTANT	\$50.49	\$53.02	\$55.68	\$58.47	\$61.38	\$64.47	\$67.70	\$71.09	\$74.65	\$78.38
PLANNING TECHNICIAN	\$19.36	\$20.32	\$21.34	\$22.41	\$23.53	\$24.71	\$25.95	\$27.24	\$28.61	\$30.04
PREVENTION AIDE	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
PROG COMPL & TRAINING ANALYST	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
PROGRAMMER ANALYST	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
PROJECT MANAGER	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33	\$45.51
PROPERTY TAX ASSESSMENT SPEC 1	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
PROPERTY TAX ASSESSMENT SPEC 2	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
PROPERTY TAX ASSESSMENT TECH	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
PSYCHIATRIC NURSE 1	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PSYCHIATRIC NURSE 2	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
PSYCHIATRIC TECHNICIAN	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
PUBLIC HEALTH DATABASE ANALYST	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
PUBLIC HEALTH NURSE 1	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PUBLIC HEALTH NURSE 2	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
PUBLIC HEALTH NURSE 3	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
QUALITY ASSURANCE COORDINATOR	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
RECORDS MANAGEMENT TECH 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
RECORDS MANAGEMENT TECH 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
REGISTERED DENTAL ASSISTANT 1	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
REGISTERED DENTAL ASSISTANT 2	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
REGISTERED NURSE 1 - BH	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
REGISTERED NURSE 1 - PH	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
REGISTERED NURSE 2 - BH	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
REGISTERED NURSE 2 - PH	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
SENIOR BUILDING INSPECTOR	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
SENIOR BUILDING PLNCHK INSP	\$29.20	\$30.68	\$32.21	\$33.82	\$35.52	\$37.30	\$39.17	\$41.14	\$43.20	\$45.36
SENIOR DISTRICT ATTORNEY INVST	\$27.23	\$28.60	\$30.03	\$31.55	\$33.13	\$34.79	\$36.54	\$38.37	\$40.30	\$42.32
SENIOR PERMIT TECHNICIAN	\$20.12	\$21.15	\$22.20	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27
SENIOR PLANNER	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
SENIOR SOCIAL WORKER A	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22
SENIOR SOCIAL WORKER B	\$30.45	\$31.99	\$33.58	\$35.27	\$37.04	\$38.90	\$40.84	\$42.91	\$45.06	\$47.32
SITE MANAGER	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14	\$29.57
SOCIAL SERVICES AIDE	\$17.15	\$18.01	\$18.93	\$19.88	\$20.87	\$21.91	\$23.02	\$24.18	\$25.39	\$26.66
SOCIAL WORKER 1	\$22.15	\$23.28	\$24.43	\$25.66	\$26.95	\$28.30	\$29.72	\$31.22	\$32.78	\$34.43
SOCIAL WORKER 2	\$24.42	\$25.65	\$26.93	\$28.29	\$29.71	\$31.21	\$32.76	\$34.42	\$36.15	\$37.95
SOCIAL WORKER 3	\$26.69	\$28.05	\$29.45	\$30.92	\$32.48	\$34.10	\$35.81	\$37.61	\$39.50	\$41.47
STAFF SERVICES ANALYST 1	\$23.81	\$24.99	\$26.25	\$27.57	\$28.96	\$30.41	\$31.95	\$33.54	\$35.22	\$36.99
STAFF SERVICES ANALYST 2	\$26.24	\$27.56	\$28.95	\$30.40	\$31.93	\$33.53	\$35.21	\$36.98	\$38.84	\$40.79
STAFF SERVICES SPECIALIST	\$22.97	\$24.13	\$25.33	\$26.60	\$27.93	\$29.32	\$30.80	\$32.35	\$33.98	\$35.68
SUBSTANCE USE DISORDER SPEC 1	\$21.27	\$22.33	\$23.47	\$24.65	\$25.89	\$27.18	\$28.55	\$29.98	\$31.47	\$33.06
SUBSTANCE USE DISORDER SPEC 2	\$23.47	\$24.65	\$25.89	\$27.18	\$28.55	\$29.98	\$31.47	\$33.06	\$34.73	\$36.46
TELECOMMUNICATIONS TECHNICIAN	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42
TREAS/TAX COLLECTIONS OFFCR 1	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
TREAS/TAX COLLECTIONS OFFCR 2	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
TREASURER/TAX SPECIALIST 1	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
TREASURER/TAX SPECIALIST 2	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
TREASURER/TAX TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
VETERANS SERVICE REP 1	\$16.64	\$17.48	\$18.36	\$19.29	\$20.27	\$21.28	\$22.34	\$23.48	\$24.66	\$25.90
VETERANS SERVICE REP 2	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
VICTIM/WITNESS ADVOCATE	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21	\$30.69	\$32.22
WELFARE FRAUD INVESTIGATOR 1	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85	\$32.40	\$34.03	\$35.72	\$37.51
WELFARE FRAUD INVESTIGATOR 2	\$26.18	\$27.50	\$28.86	\$30.33	\$31.84	\$33.43	\$35.12	\$36.88	\$38.72	\$40.67

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-9018
and adopted by the Board as of 06/10/2025 per Resolution Number 2025-XXXX**

OE3 MID-MANAGEMENT

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
A&D PROG CLINICIAN/SUPERVISOR	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ALCOHOL & DRUG PROG CHIEF	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ALTERNATIVE SENTENCING MANAGER	\$30.66	\$32.19	\$33.80	\$35.50	\$37.28	\$39.14	\$41.11	\$43.16	\$45.33	\$47.61	\$49.99	\$52.49
ANIMAL CONTROL SUPERVISOR	\$27.16	\$28.52	\$29.94	\$31.44	\$33.01	\$34.66	\$36.39	\$38.23	\$40.15	\$42.16	\$44.27	\$46.48
ASSESSOR'S OFFICE MANAGER	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
ASSISTANT BUILDING OFFICIAL	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ASSISTANT COUNTY ASSESSOR	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
ASSISTANT DISTRICT ATTORNEY	\$63.69	\$66.87	\$70.21	\$73.72	\$77.41	\$81.28	\$85.35	\$89.62	\$94.09	\$98.79	\$103.73	\$108.92
ASSISTANT PLANNING DIRECTOR	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ASST COUNTY CLERK-RECORDER	\$31.83	\$33.43	\$35.10	\$36.85	\$38.70	\$40.65	\$42.68	\$44.84	\$47.07	\$49.43	\$51.90	\$54.50
ASST DIR DEPT OF CHILD SUP SVC	\$39.13	\$41.09	\$43.14	\$45.30	\$47.56	\$49.94	\$52.44	\$55.06	\$57.81	\$60.70	\$63.74	\$66.93
ASST DIRECTOR OF PUBLIC HEALTH	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.90	\$60.81	\$63.88	\$67.06	\$70.41	\$73.93	\$77.63
ASST TREASURER/TAX COLLECTOR	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
BH ADMIN SERVICES OFFICER	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH AOD PROGRAM ADMIN	\$43.73	\$45.93	\$48.24	\$50.66	\$53.19	\$55.85	\$58.65	\$61.60	\$64.68	\$67.93	\$71.33	\$74.89
BH CONTINUING CARE COORDINATOR	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH QUAL IMPROVEMENT/COMPL MGR	\$43.73	\$45.93	\$48.24	\$50.66	\$53.19	\$55.85	\$58.65	\$61.60	\$64.68	\$67.93	\$71.33	\$74.89
BH UNIT SUPERVISOR	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH UNIT SUPERVISOR-NURSING	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BLDG/GRDS MAINT SUPERVISOR 1	\$24.22	\$25.43	\$26.70	\$28.03	\$29.45	\$30.92	\$32.47	\$34.08	\$35.79	\$37.61	\$39.49	\$41.47
BLDG/GRDS MAINT SUPERVISOR 2	\$25.43	\$26.70	\$28.03	\$29.45	\$30.92	\$32.47	\$34.08	\$35.79	\$37.61	\$39.49	\$41.46	\$43.54
BUILDING OFFICIAL	\$39.15	\$41.12	\$43.18	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.90	\$60.81	\$63.85	\$67.04
CHIEF APPRAISER	\$30.69	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.04	\$52.55
CHIEF CODE ENFORCEMENT OFFICER	\$34.17	\$35.89	\$37.70	\$39.58	\$41.56	\$43.64	\$45.83	\$48.13	\$50.53	\$53.06	\$55.71	\$58.50
CHIEF DEP PUB GRDN/CONSERVATOR	\$29.36	\$30.86	\$32.40	\$34.01	\$35.73	\$37.51	\$39.39	\$41.37	\$43.45	\$45.62	\$47.90	\$50.30
CHILDRENS SERVICES COORDINATOR	\$34.71	\$36.44	\$38.27	\$40.19	\$42.21	\$44.32	\$46.53	\$48.86	\$51.32	\$53.89	\$56.58	\$59.41
COMMUNITY CARE CASE MANAGER	\$21.19	\$22.26	\$23.38	\$24.54	\$25.80	\$27.08	\$28.45	\$29.87	\$31.37	\$32.96	\$34.61	\$36.34
DA ADMINISTRATOR/ASSISTANT PUBLIC ADMIN	\$25.27	\$26.54	\$27.86	\$29.26	\$30.72	\$32.25	\$33.88	\$35.59	\$37.38	\$39.25	\$41.21	\$43.27
DEPUTY AG COMM/SEALER OF WEIGHTS & MEASURE	\$34.25	\$35.97	\$37.76	\$39.66	\$41.64	\$43.73	\$45.91	\$48.21	\$50.63	\$53.16	\$55.82	\$58.61
DEP DIR/SOC SERV PROGRAM MGR	\$40.85	\$42.92	\$45.07	\$47.33	\$49.70	\$52.18	\$54.80	\$57.54	\$60.42	\$63.46	\$66.63	\$69.96
DEPARTMENT FISCAL OFFICER 1	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
DEPARTMENT FISCAL OFFICER 2	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.38	\$47.65
DIRECTOR OF NURSING - PH	\$47.49	\$49.87	\$52.38	\$54.99	\$57.74	\$60.63	\$63.68	\$66.87	\$70.21	\$73.73	\$77.42	\$81.29
DIV DIR VETERANS SVCS OFFICER	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.38	\$47.65
ELIGIBILITY SUPERVISOR	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
EMPLOYMENT & TRNG WKR SUP	\$31.36	\$32.95	\$34.58	\$36.32	\$38.15	\$40.06	\$42.06	\$44.17	\$46.39	\$48.72	\$51.16	\$53.71
FISCAL SUPPORT COORD	\$22.11	\$23.21	\$24.38	\$25.61	\$26.88	\$28.24	\$29.66	\$31.13	\$32.70	\$34.34	\$36.06	\$37.86

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5	L6	L7
GEO INFO SYSTEM (GIS) COORD	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
GRANT COMPLIANCE OFFICER	\$21.81	\$22.91	\$24.06	\$25.28	\$26.55	\$27.87	\$29.28	\$30.75	\$32.29	\$33.90	\$35.60	\$37.37
HEALTH EDUCATION COORDINATOR 2	\$30.69	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.04	\$52.55
LIBRARY LITERACY PROGRAM COORD	\$21.25	\$22.32	\$23.44	\$24.62	\$25.84	\$27.14	\$28.49	\$29.92	\$31.42	\$32.98	\$34.63	\$36.36
MNTL HLTH SERVICES ACT COORD	\$34.71	\$36.44	\$38.27	\$40.19	\$42.21	\$44.32	\$46.53	\$48.86	\$51.32	\$53.89	\$56.58	\$59.41
OFFICE SUPERVISOR	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.92	\$36.67	\$38.51
PERMIT MANAGER	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
PH ADMIN SERVICES OFFICER	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
PROGRAM CHIEF-NURSING	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
PROGRAM MANAGER 1	\$36.97	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32
PROGRAM MANAGER 2	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32	\$66.48
PUBLIC HEALTH PROG DIV CHIEF	\$33.81	\$35.51	\$37.29	\$39.15	\$41.12	\$43.18	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.89
RECORDS MGMT COORDINATOR	\$21.82	\$22.92	\$24.07	\$25.28	\$26.55	\$27.88	\$29.28	\$30.75	\$32.29	\$33.91	\$35.61	\$37.39
SENIOR SERVICES DIVISION DIR.	\$25.88	\$27.18	\$28.56	\$29.98	\$31.48	\$33.07	\$34.73	\$36.47	\$38.29	\$40.22	\$42.23	\$44.34
SOCIAL SERVICES SUPERVISOR 1	\$32.04	\$33.65	\$35.35	\$37.13	\$39.00	\$40.95	\$43.00	\$45.14	\$47.41	\$49.79	\$52.28	\$54.89
SOCIAL SERVICES SUPERVISOR 2	\$36.97	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32
STAFF SERVICES MANAGER	\$35.52	\$37.30	\$39.17	\$41.14	\$43.20	\$45.36	\$47.64	\$50.03	\$52.54	\$55.17	\$57.93	\$60.82
VICTIM/WITNESS COORDINATOR	\$30.66	\$32.19	\$33.80	\$35.50	\$37.28	\$39.14	\$41.11	\$43.16	\$45.33	\$47.61	\$49.99	\$52.49

County of Plumas
Pay Schedule

Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-9018
and adopted by the Board as of 06/10/2025 per Resolution Number 2025-XXXX

PROBATION MID-MANAGEMENT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
DEPARTMENT FISCAL OFFICER 1	\$23.40	\$24.59	\$25.82	\$27.13	\$28.47	\$29.89	\$31.40	\$32.98	\$34.62	\$36.36
DEPARTMENT FISCAL OFFICER 2	\$25.80	\$27.09	\$28.45	\$29.87	\$31.38	\$32.96	\$34.60	\$36.34	\$38.16	\$40.07
SUPERVISING PROBATION OFFICER	\$27.78	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49	\$37.26	\$39.14	\$41.10	\$43.15

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-9018
and adopted by the Board as of 06/10/2025 per Resolution Number 2025-XXXX**

PROBATION ASSC

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ADMINISTRATIVE ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
ADMINISTRATIVE ASSISTANT 2	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34
DEPUTY PROBATION OFFICER 1	\$20.12	\$21.15	\$22.20	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27
DEPUTY PROBATION OFFICER 2	\$21.77	\$22.87	\$24.03	\$25.23	\$26.50	\$27.83	\$29.21	\$30.69	\$32.23	\$33.85
DEPUTY PROBATION OFFICER 3	\$24.00	\$25.20	\$26.47	\$27.78	\$29.17	\$30.63	\$32.16	\$33.77	\$35.46	\$37.24
DETENTION COORDINATOR	\$21.26	\$22.32	\$23.46	\$24.63	\$25.87	\$27.17	\$28.54	\$29.97	\$31.46	\$33.03
LEGAL SERVICES ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
LEGAL SERVICES ASSISTANT 2	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34	\$28.72
MANAGEMENT ANALYST 1	\$23.75	\$24.94	\$26.19	\$27.51	\$28.87	\$30.34	\$31.85	\$33.44	\$35.12	\$36.88
MANAGEMENT ANALYST 2	\$26.43	\$27.75	\$29.14	\$30.60	\$32.13	\$33.75	\$35.44	\$37.22	\$39.08	\$41.04
OFFICE ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
OFFICE ASSISTANT 2	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34
OFFICE ASSISTANT 3	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34	\$28.72	\$30.15
PROB PROG COORD/ADMIN ASSIST	\$21.14	\$22.21	\$23.31	\$24.49	\$25.73	\$27.01	\$28.37	\$29.81	\$31.30	\$32.86
PROBATION ASSISTANT	\$16.95	\$17.80	\$18.69	\$19.62	\$20.61	\$21.63	\$22.73	\$23.87	\$25.07	\$26.32
PROBATION REPORT WRITER	\$20.20	\$21.21	\$22.28	\$23.39	\$24.58	\$25.81	\$27.10	\$28.46	\$29.88	\$31.39

**County of Plumas
Pay Schedule**

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SHERIFF EMPLOYEE ASSC

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASSISTANT PROGRAM MANAGER	\$19.03	\$19.99	\$20.99	\$22.04	\$23.15	\$24.30	\$25.52	\$26.80	\$28.14	\$29.57
CORRECTIONAL OFFICER 1	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
CORRECTIONAL OFFICER 2	\$25.10	\$26.36	\$27.68	\$29.08	\$30.54	\$32.08	\$33.68	\$35.38	\$37.14	\$39.01
CORRECTIONAL SERGEANT	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22
CRIME ANALYST	\$21.42	\$22.50	\$23.63	\$24.80	\$26.06	\$27.37	\$28.74	\$30.18	\$31.69	\$33.28
DEP SHERIFF 2/COM EQUIP COORD	\$35.29	\$37.06	\$38.90	\$40.86	\$42.91	\$45.06	\$47.33	\$49.70	\$52.20	\$54.80
DEPUTY SHERIFF 1	\$25.82	\$27.12	\$28.49	\$29.92	\$31.42	\$32.99	\$34.64	\$36.37	\$38.20	\$40.10
DEPUTY SHERIFF 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
DEPUTY SHERIFF 2-ADVANCED	\$29.94	\$31.45	\$33.02	\$34.69	\$36.43	\$38.26	\$40.18	\$42.18	\$44.29	\$46.54
DEPUTY SHERIFF 2-INTERMEDIATE	\$29.30	\$30.77	\$32.32	\$33.94	\$35.63	\$37.43	\$39.31	\$41.28	\$43.34	\$45.52
SH INVSTG/CANNABIS CODE COMPL	\$34.49	\$36.23	\$38.03	\$39.94	\$41.94	\$44.05	\$46.26	\$48.59	\$51.01	\$53.57
SHERIFF DISPATCHER 1	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
SHERIFF DISPATCHER 2	\$24.32	\$25.54	\$26.83	\$28.16	\$29.58	\$31.07	\$32.62	\$34.26	\$35.98	\$37.78
SHERIFF DISPATCHER 2 - INTERMEDIATE	\$25.06	\$26.30	\$27.62	\$29.00	\$30.46	\$31.98	\$33.58	\$35.26	\$37.02	\$38.87
SHERIFF DISPATCHER 2 - ADVANCED	\$25.54	\$26.83	\$28.16	\$29.58	\$31.07	\$32.62	\$34.26	\$35.98	\$37.78	\$39.66
SHERIFF EMERGENCY SERVICES & TRAINING COORD.	\$27.88	\$29.28	\$30.73	\$32.29	\$33.91	\$35.62	\$37.40	\$39.28	\$41.24	\$43.31
SHERIFF INVESTIGATOR	\$30.59	\$32.12	\$33.76	\$35.45	\$37.22	\$39.10	\$41.06	\$43.13	\$45.29	\$47.56
SHERIFF INVESTIGATOR SERGEANT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90
SHERIFF INVESTIGATOR-ADVANCED	\$32.20	\$33.83	\$35.51	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02
SHERIFF INVESTIGATOR-INTERMED	\$31.52	\$33.10	\$34.77	\$36.52	\$38.35	\$40.27	\$42.28	\$44.40	\$46.63	\$48.97
SHERIFF SERGEANT	\$32.12	\$33.76	\$35.45	\$37.22	\$39.10	\$41.06	\$43.13	\$45.29	\$47.56	\$49.93
SHERIFF SERGEANT-ADVANCED	\$34.64	\$36.37	\$38.21	\$40.12	\$42.13	\$44.24	\$46.46	\$48.79	\$51.23	\$53.78
SHERIFF SERGEANT-INTERMEDIATE	\$33.89	\$35.59	\$37.38	\$39.26	\$41.23	\$43.30	\$45.46	\$47.74	\$50.14	\$52.64
SHERIFF SERVICES ASSISTANT 1	\$20.57	\$21.59	\$22.68	\$23.82	\$25.02	\$26.28	\$27.60	\$28.98	\$30.44	\$31.97
SHERIFF SERVICES ASSISTANT 2	\$22.67	\$23.81	\$25.01	\$26.27	\$27.59	\$28.97	\$30.43	\$31.96	\$33.56	\$35.24

**County of Plumas
Pay Schedule**

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SHERIFF EMPLOYEE ASSC MID-MGMT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASST DIR OF EMERGENCY SERVICES	\$29.09	\$30.54	\$32.08	\$33.68	\$35.38	\$37.14	\$39.01	\$40.96	\$43.01	\$45.17
COMMUNICATIONS SUPER ADVANCED	\$29.41	\$30.90	\$32.45	\$34.07	\$35.77	\$37.57	\$39.46	\$41.42	\$43.50	\$45.68
COMMUNICATIONS SUPER INTERMED	\$28.85	\$30.30	\$31.82	\$33.42	\$35.08	\$36.84	\$38.70	\$40.64	\$42.67	\$44.81
COMMUNICATIONS SUPERVISOR	\$28.01	\$29.41	\$30.90	\$32.45	\$34.07	\$35.77	\$37.57	\$39.46	\$41.42	\$43.50
JAIL COMMANDER	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SH INV SGT/CODE COMPLIANCE SUP	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SHERIFF ADMIN SERGEANT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90
SHERIFF FISCAL OFFICER 1	\$28.68	\$30.11	\$31.62	\$33.19	\$34.87	\$36.62	\$38.47	\$40.39	\$42.41	\$44.53
SHERIFF FISCAL OFFICER 2	\$33.85	\$35.54	\$37.34	\$39.22	\$41.18	\$43.25	\$45.43	\$47.69	\$50.09	\$52.60
SHERIFF PATROL COMMANDER	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SHERIFF'S OFFICE MANAGER	\$28.56	\$29.99	\$31.49	\$33.07	\$34.73	\$36.47	\$38.30	\$40.22	\$42.24	\$44.36
SHERIFF'S SPECIAL OPS SGT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90

County of Plumas
Pay Schedule

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UNDERSHERIFF

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
UNDERSHERIFF	\$44.82	\$47.07	\$49.43	\$51.91	\$54.51	\$57.24	\$60.11	\$63.12	\$66.28	\$69.60

County of Plumas
Pay Schedule

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CONFIDENTIAL EMPLOYEE UNIT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ACCOUNTANT	\$21.17	\$22.23	\$23.35	\$24.52	\$25.75	\$27.05	\$28.41	\$29.83	\$31.33	\$32.90
ACCOUNTANT AUDITOR 1	\$23.93	\$25.13	\$26.39	\$27.72	\$29.11	\$30.56	\$32.09	\$33.71	\$35.38	\$37.17
ACCOUNTANT AUDITOR 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
ASSISTANT AUDITOR/CONTROLLER	\$30.51	\$32.03	\$33.64	\$35.33	\$37.10	\$38.98	\$40.92	\$42.97	\$45.12	\$47.38
ASST RISK MGR/OCC SAFETY & HEALTH SPEC	\$28.55	\$29.98	\$31.47	\$33.05	\$34.72	\$36.45	\$38.28	\$40.21	\$42.20	\$44.32
CHIEF DEPUTY AUDITOR	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16	\$39.03	\$40.97	\$43.04	\$45.20
CLERK OF THE BOARD	\$28.03	\$29.44	\$30.91	\$32.45	\$34.07	\$35.78	\$37.57	\$39.45	\$41.42	\$43.50
DEPUTY COUNTY COUNSEL 1	\$38.24	\$40.15	\$42.17	\$44.29	\$46.50	\$48.82	\$51.27	\$53.83	\$56.52	\$59.35
DEPUTY COUNTY COUNSEL 2	\$42.63	\$44.76	\$47.00	\$49.35	\$51.82	\$54.41	\$57.13	\$59.99	\$62.99	\$66.13
DEPUTY COUNTY COUNSEL 3	\$47.95	\$50.35	\$52.87	\$55.51	\$58.29	\$61.20	\$64.27	\$67.48	\$70.85	\$74.39
FISCAL SUPPORT COORDINATOR	\$19.94	\$20.95	\$21.99	\$23.10	\$24.27	\$25.48	\$26.76	\$28.12	\$29.53	\$31.00
HELP DESK SPECIALIST	\$21.82	\$22.92	\$24.07	\$25.28	\$26.55	\$27.88	\$29.28	\$30.75	\$32.29	\$33.91
HR PAYROLL SPECIALIST 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
HR PAYROLL SPECIALIST 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
HUMAN RESOURCES ANALYST 1	\$23.92	\$25.12	\$26.38	\$27.71	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16
HUMAN RESOURCES ANALYST 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
HUMAN RESOURCES TECHNICIAN 1	\$18.54	\$19.47	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79
HUMAN RESOURCES TECHNICIAN 2	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79	\$30.25	\$31.77
HUMAN RESOURCES TECHNICIAN 3	\$21.69	\$22.77	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69
LEAD FISCAL & TECH SERV ASST	\$17.68	\$18.57	\$19.50	\$20.48	\$21.52	\$22.59	\$23.72	\$24.91	\$26.16	\$27.48
MANAGEMENT ANALYST 1	\$23.92	\$25.12	\$26.38	\$27.71	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16
MANAGEMENT ANALYST 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
NETWORK/EDR ADMINISTRATOR	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45	\$39.33	\$41.29	\$43.35	\$45.52
OFFICE OF EMERGENCY SERVICES-OES MGR.	\$29.15	\$30.61	\$32.14	\$33.75	\$35.45	\$37.23	\$39.09	\$41.04	\$43.10	\$45.26
PARALEGAL 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
PARALEGAL 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
PARALEGAL 3	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49	\$37.27	\$39.14	\$41.11	\$43.16	\$45.33
PAYROLL SPECIALIST 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
PAYROLL SPECIALIST 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
SAAS SYSTEMS ADMINISTRATOR	\$31.57	\$33.15	\$34.81	\$36.56	\$38.39	\$40.31	\$42.33	\$44.45	\$46.67	\$49.00
SYSTEMS ANALYST 1	\$27.72	\$29.11	\$30.56	\$32.09	\$33.71	\$35.38	\$37.17	\$39.05	\$40.99	\$43.06
SYSTEMS ANALYST 2	\$30.51	\$32.03	\$33.64	\$35.33	\$37.10	\$38.98	\$40.92	\$42.97	\$45.12	\$47.38

County of Plumas
Pay Schedule

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CONTRACT EMPLOYEES

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
AIRPORT MANAGER	\$22.03	\$23.14	\$24.29	\$25.51	\$26.78	\$28.12	\$29.53	\$31.00	\$32.55	\$34.18
ASSISTANT COUNTY COUNSEL	\$55.44	\$58.21	\$61.12	\$64.18	\$67.39	\$70.76	\$74.29	\$78.01	\$81.91	\$86.01
BH DEPUTY DIRECTOR	\$45.00	\$47.25	\$49.62	\$52.11	\$54.72	\$57.46	\$60.34	\$63.36	\$66.53	\$69.86
DISASTER RECOVERY COORDINATOR	\$35.00	\$36.77	\$38.60	\$40.54	\$42.57	\$44.70	\$46.93	\$49.28	\$51.74	\$54.33
GRANT MANAGER	\$35.00	\$36.77	\$38.60	\$40.54	\$42.57	\$44.70	\$46.93	\$49.28	\$51.74	\$54.33

**County of Plumas
Pay Schedule**

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DEPARTMENT HEADS

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
AG COMM/SEALER OF WTS & MEAS	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
ALCOHOL & DRUG ADMINISTRATOR	\$36.06	\$37.87	\$39.77	\$41.76	\$43.85	\$46.05	\$48.36	\$50.78	\$53.32	\$55.99
BEHAVIORAL HEALTH DIRECTOR	\$58.00	\$60.90	\$63.95	\$67.14	\$70.50	\$74.02	\$77.73	\$81.61	\$85.69	\$89.98
CHIEF PROBATION OFFICER	\$45.00	\$47.25	\$49.61	\$52.09	\$54.70	\$57.43	\$60.30	\$63.32	\$66.49	\$69.81
COUNTY ADMINISTRATIVE OFFICER	\$75.00	\$78.75	\$82.69	\$86.82	\$91.16	\$95.72	\$100.51	\$105.53	\$110.81	\$116.35
COUNTY COUNSEL	\$70.71	\$74.25	\$77.96	\$81.86	\$85.95	\$90.25	\$94.76	\$99.50	\$104.47	\$109.69
COUNTY FAIR MANAGER	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05	\$65.16
COUNTY LIBRARIAN	\$38.00	\$39.90	\$41.90	\$43.99	\$46.19	\$48.50	\$50.92	\$53.47	\$56.14	\$58.95
DIRECTOR OF BUILDING SERVICES	\$47.00	\$49.35	\$51.82	\$54.41	\$57.13	\$59.99	\$62.98	\$66.13	\$69.44	\$72.91
DIRECTOR OF CHILD SUPPORT SVCS	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05	\$65.16
DIRECTOR OF FACILITY SERVICES	\$40.00	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05
DIRECTOR OF INFO TECHNOLOGIES	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
DIRECTOR OF PUBLIC HEALTH	\$58.00	\$60.90	\$63.95	\$67.14	\$70.50	\$74.02	\$77.73	\$81.61	\$85.69	\$89.98
DIRECTOR OF PUBLIC WORKS	\$55.00	\$57.75	\$60.64	\$63.67	\$66.85	\$70.20	\$73.71	\$77.39	\$81.26	\$85.32
DIRECTOR OF RISK MANAGEMENT AND SAFETY	\$45.00	\$47.25	\$49.61	\$52.09	\$54.70	\$57.43	\$60.30	\$63.32	\$66.49	\$69.81
ENVIRONMENTAL HEALTH DIRECTOR	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
HUMAN RESOURCES DIRECTOR	\$50.00	\$52.50	\$55.13	\$57.88	\$60.78	\$63.81	\$67.00	\$70.36	\$73.87	\$77.57
MUSEUM DIRECTOR	\$30.00	\$31.50	\$33.08	\$34.73	\$36.47	\$38.29	\$40.20	\$42.21	\$44.32	\$46.54
PLANNING DIRECTOR	\$55.38	\$58.15	\$61.06	\$64.11	\$67.31	\$70.68	\$74.21	\$77.93	\$81.82	\$85.91
SOCIAL SERV DIR/PUB GUARD/PC	\$50.00	\$52.50	\$55.13	\$57.88	\$60.78	\$63.81	\$67.00	\$70.36	\$73.87	\$77.57

**County of Plumas
Pay Schedule**

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ELECTED OFFICIALS

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASSESSOR	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78
AUDITOR/CONTROLLER	\$47.55	\$0.00	\$0.00	\$0.00	\$0.00	\$49.94	\$52.43	\$55.06	\$57.80	\$60.70
BOARD OF SUPERVISORS-CPI 2014	\$22.08	\$0.00	\$0.00	\$0.00	\$0.00	\$23.19	\$24.35	\$25.56	\$26.84	\$28.19
BOARD OF SUPERVISORS-CPI 2018	\$24.29	\$0.00	\$0.00	\$0.00	\$0.00	\$25.51	\$26.78	\$28.12	\$29.53	\$31.00
BOARD OF SUPERVISORS-NON PERS-CPI 2022	\$30.36	\$0.00	\$0.00	\$0.00	\$0.00	\$31.87	\$33.47	\$35.14	\$36.90	\$38.74
BOARD OF SUPERVISORS-PERSABLE-CPI 2022	\$28.38	\$0.00	\$0.00	\$0.00	\$0.00	\$29.80	\$31.29	\$32.85	\$34.50	\$36.22
BOARD OF SUPERVISORS-NON PERS-CPI 2023	\$31.62	\$0.00	\$0.00	\$0.00	\$0.00	\$33.20	\$34.86	\$36.60	\$38.43	\$40.35
BOARD OF SUPERVISORS-PERSABLE-CPI 2023	\$29.56	\$0.00	\$0.00	\$0.00	\$0.00	\$31.04	\$32.59	\$34.22	\$35.93	\$37.73
BOARD OF SUPERVISORS-NON PERS-CPI 2024	\$32.83	\$0.00	\$0.00	\$0.00	\$0.00	\$34.48	\$36.20	\$38.01	\$39.91	\$41.90
BOARD OF SUPERVISORS-PERSABLE-CPI 2024	\$30.70	\$0.00	\$0.00	\$0.00	\$0.00	\$32.23	\$33.84	\$35.53	\$37.31	\$39.18
CLERK-RECORDER **	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78
DISTRICT ATTORNEY	\$84.54	\$0.00	\$0.00	\$0.00	\$0.00	\$88.76	\$93.21	\$97.86	\$102.75	\$107.90
SHERIFF/CORONER	\$58.64	\$0.00	\$0.00	\$0.00	\$0.00	\$61.58	\$64.65	\$67.88	\$71.27	\$74.84
TREASURER/TAX COLLECTOR **	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78

**** Stipends adopted by Ordinance #07-1059 on 09/02/2007, revised as of 06/30/2024 per Ordinance #22-1142 adopted 03/01/2022**

CLERK-RECORDER	\$4.27	\$0.00	\$0.00	\$0.00	\$0.00	\$4.48	\$4.71	\$4.94	\$5.19	\$5.45
TREASURER/TAX COLLECTOR	\$5.16	\$0.00	\$0.00	\$0.00	\$0.00	\$5.42	\$5.69	\$5.97	\$6.27	\$6.59

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-XXXX
and adopted by the Board as of 05/20/2025 per Resolution Number 2025-XXXXX**

OE3 PUBLIC WORKS

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
ASSISTANT ENGINEER	\$31.94	\$33.54	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
ASSOCIATE ENGINEER	\$32.49	\$34.10	\$35.82	\$37.62	\$39.50	\$41.48	\$43.56	\$45.76	\$48.04	\$50.46	\$52.98	\$55.63
ENGINEERING AIDE	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
ENGINEERING TECHNICIAN 1	\$22.44	\$23.57	\$24.77	\$26.00	\$27.31	\$28.68	\$30.13	\$31.63	\$33.22	\$34.89	\$36.64	\$38.47
ENGINEERING TECHNICIAN 2	\$24.26	\$25.46	\$26.76	\$28.11	\$29.51	\$30.99	\$32.55	\$34.18	\$35.89	\$37.71	\$39.60	\$41.58
EQUIPMENT SERVICE WORKER	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
FISCAL/TECHNICAL SERVICES ASSISTANT 1	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
FISCAL/TECHNICAL SERVICES ASSISTANT 2	\$19.44	\$20.41	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.26
FISCAL/TECHNICAL SERVICES ASSISTANT 3	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.94	\$36.68
LEAD POWER EQUIPMENT MECHANIC	\$25.22	\$26.50	\$27.84	\$29.23	\$30.71	\$32.23	\$33.86	\$35.57	\$37.35	\$39.23	\$41.19	\$43.25
MANAGEMENT ANALYST 1	\$24.31	\$25.51	\$26.81	\$28.14	\$29.55	\$31.03	\$32.60	\$34.22	\$35.94	\$37.74	\$39.63	\$41.61
MANAGEMENT ANALYST 2	\$27.03	\$28.38	\$29.80	\$31.29	\$32.85	\$34.52	\$36.25	\$38.06	\$39.96	\$41.96	\$44.06	\$46.27
MECHANIC/SHOP TECHNICIAN	\$22.86	\$24.01	\$25.21	\$26.49	\$27.82	\$29.21	\$30.70	\$32.22	\$33.84	\$35.54	\$37.31	\$39.18
POWER EQUIPMENT MECHANIC 1	\$21.15	\$22.21	\$23.33	\$24.50	\$25.73	\$27.03	\$28.39	\$29.81	\$31.31	\$32.87	\$34.52	\$36.24
POWER EQUIPMENT MECHANIC 2	\$22.86	\$24.01	\$25.21	\$26.49	\$27.82	\$29.21	\$30.70	\$32.22	\$33.84	\$35.54	\$37.31	\$39.18
PRINCIPAL TRANSPORTATION PLANNER	\$37.61	\$39.49	\$41.47	\$43.55	\$45.75	\$48.03	\$50.45	\$52.97	\$55.63	\$58.41	\$61.32	\$64.39
PUBLIC WORKS MAINTENANCE LEADWORKER	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.92	\$36.67	\$38.51
PUBLIC WORKS MAINTENANCE WORKER 1	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
PUBLIC WORKS MAINTENANCE WORKER 2	\$19.44	\$20.41	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.26
PUBLIC WORKS MAINTENANCE WORKER 3	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.94	\$36.68
PUBLIC WORKS SENIOR ENV. PLANNER	\$32.49	\$34.10	\$35.82	\$37.62	\$39.50	\$41.48	\$43.56	\$45.76	\$48.04	\$50.46	\$52.98	\$55.63
SENIOR ENGINEERING TECHNICIAN	\$26.73	\$28.06	\$29.49	\$30.96	\$32.51	\$34.13	\$35.86	\$37.65	\$39.54	\$41.51	\$43.59	\$45.77
SOLID WASTE PROGRAM MANAGER	\$29.48	\$30.95	\$32.50	\$34.12	\$35.83	\$37.62	\$39.50	\$41.48	\$43.56	\$45.75	\$48.03	\$50.44
TRANSPORTATION PLANNER	\$31.94	\$33.54	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
WELDER	\$22.20	\$23.32	\$24.48	\$25.71	\$27.02	\$28.38	\$29.79	\$31.30	\$32.86	\$34.53	\$36.25	\$38.07

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-XXXX
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OE3 PUBLIC WORKS MID-MGMT

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
ASSISTANT DIRECTOR OF PUBLIC WORKS	\$39.48	\$41.46	\$43.54	\$45.74	\$48.02	\$50.44	\$52.96	\$55.62	\$58.38	\$61.32	\$64.39	\$67.61
DEPUTY DIRECTOR OF PUBLIC WORKS	\$39.48	\$41.46	\$43.54	\$45.74	\$48.02	\$50.44	\$52.96	\$55.62	\$58.38	\$61.32	\$64.39	\$67.61
EQUIPMENT MAINTENANCE SUPERVISOR	\$29.48	\$30.95	\$32.50	\$34.12	\$35.83	\$37.62	\$39.50	\$41.48	\$43.56	\$45.75	\$48.03	\$50.44
PUBLIC WORKS ADMIN SERVICES OFFICER	\$38.48	\$40.40	\$42.42	\$44.55	\$46.79	\$49.13	\$51.59	\$54.18	\$56.91	\$59.76	\$62.75	\$65.89
PW FISCAL OFFICER/ADMIN SERVICES MANAGER	\$33.92	\$35.63	\$37.42	\$39.29	\$41.27	\$43.34	\$45.52	\$47.79	\$50.18	\$52.70	\$55.34	\$58.11
PW ROAD MAINTENANCE SUPERVISOR	\$26.05	\$27.36	\$28.72	\$30.18	\$31.70	\$33.28	\$34.96	\$36.71	\$38.56	\$40.48	\$42.50	\$44.64

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-XXXX
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OE3 GENERAL

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
4-H REPRESENTATIVE	\$18.72	\$19.65	\$20.63	\$21.68	\$22.76	\$23.91	\$25.12	\$26.37	\$27.70	\$29.08
ACCOUNTANT	\$19.68	\$20.68	\$21.72	\$22.80	\$23.96	\$25.16	\$26.43	\$27.75	\$29.14	\$30.60
ACCOUNTING TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
ADMINISTRATIVE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
ADMINISTRATIVE ASSISTANT 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
AG & STANDARDS INSPECTOR 1	\$22.06	\$23.16	\$24.33	\$25.55	\$26.83	\$28.17	\$29.58	\$31.08	\$32.63	\$34.27
AG & STANDARDS INSPECTOR 2	\$25.65	\$26.95	\$28.29	\$29.70	\$31.20	\$32.76	\$34.41	\$36.14	\$37.95	\$39.85
AG & STANDARDS INSPECTOR 3	\$28.30	\$29.72	\$31.22	\$32.78	\$34.42	\$36.15	\$37.96	\$39.87	\$41.86	\$43.96
AG & STANDARDS TECHNICIAN 1	\$17.04	\$17.90	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49
AG & STANDARDS TECHNICIAN 2	\$18.70	\$19.64	\$20.63	\$21.67	\$22.75	\$23.89	\$25.09	\$26.35	\$27.68	\$29.07
AG & STANDARDS TECHNICIAN 3	\$20.32	\$21.34	\$22.42	\$23.54	\$24.73	\$25.97	\$27.27	\$28.64	\$30.07	\$31.59
AG & STANDARDS MANAGEMENT ANALYST 1	\$22.84	\$23.99	\$25.20	\$26.46	\$27.78	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49
AG & STANDARDS MANAGEMENT ANALYST 2	\$25.40	\$26.67	\$28.01	\$29.42	\$30.89	\$32.45	\$34.07	\$35.78	\$37.57	\$39.45
ALCOHOL & DRUG PREV COORD	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
ALCOHOL & DRUG THERAPIST 1	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
ALCOHOL & DRUG THERAPIST 2	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
ALTERNATIVE SENTENCING COORD	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21	\$30.69	\$32.22
ANIMAL CONTROL OFFICER 1	\$19.35	\$20.31	\$21.33	\$22.40	\$23.51	\$24.69	\$25.93	\$27.22	\$28.58	\$30.01
ANIMAL CONTROL OFFICER 2	\$22.40	\$23.51	\$24.69	\$25.93	\$27.22	\$28.58	\$30.01	\$31.51	\$33.08	\$34.75
ANIMAL SHELTER ATTENDANT	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
APPRAISAL ASSISTANT	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21
APPRAISER 1	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
APPRAISER 2	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38	\$34.00
APPRAISER 3	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
ASSISTANT COOK	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
ASSISTANT MUSEUM DIRECTOR	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
ASSISTANT PLANNER	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
ASSOCIATE PLANNER	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
AUDITOR ACCOUNTING CLERK 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
AUDITOR ACCOUNTING CLERK 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
AUDITOR ACCOUNTING TECH 1	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14	\$29.57	\$31.05
AUDITOR/APPRAISER 1	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21
AUDITOR/APPRAISER 2	\$20.33	\$21.36	\$22.43	\$23.55	\$24.73	\$25.98	\$27.27	\$28.64	\$30.08	\$31.59
AUDITOR/APPRAISER 3	\$22.42	\$23.54	\$24.72	\$25.97	\$27.26	\$28.63	\$30.07	\$31.58	\$33.16	\$34.82
BH ADMINISTRATIVE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
BH ADMINISTRATIVE ASSISTANT 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
BH CASE MGMT SPECIALIST 1	\$22.15	\$23.28	\$24.43	\$25.66	\$26.95	\$28.30	\$29.72	\$31.22	\$32.78	\$34.43
BH CASE MGMT SPECIALIST 2	\$24.42	\$25.65	\$26.93	\$28.29	\$29.71	\$31.21	\$32.76	\$34.42	\$36.15	\$37.95
BH CASE MGMT SPECIALIST SR	\$26.69	\$28.05	\$29.45	\$30.92	\$32.48	\$34.10	\$35.81	\$37.61	\$39.50	\$41.47
BH CLINICAL RECORDS SPECIALIST	\$19.31	\$20.29	\$21.31	\$22.37	\$23.50	\$24.68	\$25.92	\$27.21	\$28.58	\$30.01
BH QUALITY ASSURANCE COORD	\$29.54	\$31.02	\$32.58	\$34.23	\$35.93	\$37.74	\$39.62	\$41.62	\$43.70	\$45.90
BH SITE COORDINATOR	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87	\$30.34	\$31.85
BH SUBSTANCE USE DISORDER COUNSELOR I	\$25.69	\$26.98	\$28.33	\$29.75	\$31.24	\$32.81	\$34.46	\$36.19	\$38.00	\$39.90
BH SUBSTANCE USE DISORDER COUNSELOR II	\$28.55	\$29.98	\$31.47	\$33.05	\$34.72	\$36.45	\$38.28	\$40.21	\$42.20	\$44.32
BH SUPERVISING SITE COORD	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
BH SUPPORT SERVICES COORD	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
BH SUPPORTIVE SERVICES TECH 1	\$17.26	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81
BH SUPPORTIVE SERVICES TECH 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
BH SYSTEMS ANALYST	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
BH THERAPIST 1	\$27.63	\$29.01	\$30.46	\$32.00	\$33.59	\$35.28	\$37.05	\$38.91	\$40.86	\$42.92
BH THERAPIST 2	\$30.44	\$31.98	\$33.56	\$35.26	\$37.03	\$38.88	\$40.84	\$42.89	\$45.04	\$47.30
BH THERAPIST SENIOR	\$33.61	\$35.30	\$37.07	\$38.93	\$40.88	\$42.94	\$45.09	\$47.35	\$49.71	\$52.21
BLDG & GRNDS MAINT TECHNICIAN	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98	\$33.58
BLDG & GRNDS MAINT WORKER 1	\$16.96	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31
BLDG & GRNDS MAINT WORKER 2	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62
BLDG & GRNDS MAINT WORKER 3	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98
BOOKMOBILE LIBRARY ASSISTANT	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
BRANCH LIBRARY ASSISTANT 1	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
BRANCH LIBRARY ASSISTANT 2	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
BUILDING INSPECTOR 1	\$21.35	\$22.42	\$23.55	\$24.74	\$25.98	\$27.30	\$28.66	\$30.09	\$31.60	\$33.19
BUILDING INSPECTOR 2	\$24.71	\$25.96	\$27.26	\$28.63	\$30.06	\$31.57	\$33.15	\$34.81	\$36.56	\$38.39
BUILDING PLANCHECK INSPECTOR	\$26.56	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27
BUILDING PLANS EXAMINER 1	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
BUILDING PLANS EXAMINER 2	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
CADASTRAL DRAFTING SPECIALST	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
CHILD SUPPORT ACCOUNTING SPEC	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
CHILD SUPPORT ASSISTANT I	\$16.85	\$17.70	\$18.58	\$19.51	\$20.49	\$21.51	\$22.59	\$23.71	\$24.90	\$26.15
CHILD SUPPORT ASSISTANT II	\$18.59	\$19.53	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87
CHILD SUPPORT ASSISTANT III	\$19.47	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79	\$30.23
CHILD SUPPORT LEGAL CLERK I	\$17.45	\$18.32	\$19.24	\$20.19	\$21.21	\$22.27	\$23.38	\$24.55	\$25.78	\$27.06
CHILD SUPPORT LEGAL CLERK II	\$19.18	\$20.13	\$21.16	\$22.21	\$23.33	\$24.49	\$25.73	\$27.01	\$28.36	\$29.78
CHILD SUPPORT LEGAL CLERK III	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
CHILD SUPPORT SPECIALIST 1	\$19.53	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87	\$30.34
CHILD SUPPORT SPECIALIST 2	\$21.01	\$22.06	\$23.16	\$24.33	\$25.55	\$26.83	\$28.17	\$29.58	\$31.08	\$32.63
CHILD SUPPORT SPECIALIST 3	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
CODE ENFORCEMENT OFFICER	\$26.82	\$28.16	\$29.57	\$31.05	\$32.62	\$34.26	\$35.97	\$37.77	\$39.65	\$41.65
COLLECTIONS OFFICER 1	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
COLLECTIONS OFFICER 2	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
COMMUNITY OUTREACH COORDINATOR	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
CUSTODIAN	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DA INVESTIGATIONS SPECIALIST	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09	\$35.80	\$37.60	\$39.49	\$41.46
DA INVESTIGATIVE ASSISTANT	\$21.38	\$22.45	\$23.57	\$24.75	\$26.00	\$27.32	\$28.68	\$30.13	\$31.63	\$33.21
DEPUTY CHILD SUP ATTORNEY 1	\$28.57	\$30.00	\$31.49	\$33.08	\$34.75	\$36.50	\$38.33	\$40.25	\$42.26	\$44.38
DEPUTY CHILD SUP ATTORNEY 2	\$31.52	\$33.10	\$34.77	\$36.52	\$38.35	\$40.27	\$42.28	\$44.40	\$46.63	\$48.97

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5
DEPUTY CLERK-RECORDER 1	\$17.20	\$18.07	\$18.98	\$19.94	\$20.95	\$22.01	\$23.12	\$24.27	\$25.49	\$26.77
DEPUTY CLERK-RECORDER 2	\$19.81	\$20.80	\$21.85	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77
DEPUTY DISTRICT ATTORNEY 1	\$37.29	\$39.16	\$41.12	\$43.17	\$45.33	\$47.59	\$49.97	\$52.47	\$55.10	\$57.85
DEPUTY DISTRICT ATTORNEY 2	\$41.51	\$43.59	\$45.76	\$48.05	\$50.46	\$52.98	\$55.63	\$58.41	\$61.33	\$64.40
DEPUTY DISTRICT ATTORNEY 3	\$46.22	\$48.53	\$50.95	\$53.50	\$56.18	\$58.99	\$61.94	\$65.03	\$68.29	\$71.70
DEPUTY PUB GUARD/CONSERVATOR 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DEPUTY PUB GUARD/CONSERVATOR 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
DISTRICT ATTORNEY INVESTIGATOR	\$24.72	\$25.96	\$27.26	\$28.63	\$30.06	\$31.58	\$33.16	\$34.82	\$36.57	\$38.40
DRINKING DRIVER COORDINATOR	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
DRIVER 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DRIVER 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
DRIVER 3	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
ELECTIONS COORDINATOR	\$26.16	\$27.49	\$28.85	\$30.32	\$31.84	\$33.44	\$35.13	\$36.89	\$38.74	\$40.69
ELECTIONS SERVICES ASSISTANT 1	\$17.20	\$18.07	\$18.98	\$19.94	\$20.95	\$22.01	\$23.12	\$24.27	\$25.49	\$26.77
ELECTIONS SERVICES ASSISTANT 2	\$19.81	\$20.80	\$21.85	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77
ELECTIONS SPECIALIST	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63
ELIGIBILITY SPECIALIST 1	\$16.96	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31
ELIGIBILITY SPECIALIST 2	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01
ELIGIBILITY SPECIALIST 3	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98
EMPLOYMENT & TRAINING WORKER 1	\$19.20	\$20.15	\$21.18	\$22.23	\$23.35	\$24.51	\$25.75	\$27.03	\$28.39	\$29.82
EMPLOYMENT & TRAINING WORKER 2	\$21.16	\$22.21	\$23.33	\$24.49	\$25.73	\$27.01	\$28.37	\$29.80	\$31.28	\$32.86
EMPLOYMENT & TRAINING WORKER 3	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27	\$32.85	\$34.49	\$36.22
ENVIRONMENTAL HEALTH AIDE	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
ENVIRONMENTAL HEALTH SPEC 1	\$25.78	\$27.07	\$28.43	\$29.87	\$31.35	\$32.93	\$34.59	\$36.33	\$38.14	\$40.05
ENVIRONMENTAL HEALTH SPEC 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
ENVIRONMENTAL HEALTH SPEC 3	\$31.29	\$32.87	\$34.51	\$36.25	\$38.06	\$39.97	\$41.99	\$44.09	\$46.30	\$48.61
ENVIRONMENTAL HEALTH TECH 1	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
ENVIRONMENTAL HEALTH TECH 2	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
EPIDEMIOLOGIST	\$37.10	\$38.96	\$40.91	\$42.95	\$45.09	\$47.35	\$49.71	\$52.21	\$54.82	\$57.57
EXECUTIVE ASSISTANT-PLANNING	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
FAIR FISCAL COORDINATOR 1	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
FAIR FISCAL COORDINATOR 2	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
FAMILY VIOLENCE OFFICER	\$19.84	\$20.84	\$21.88	\$22.99	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85
FIELD SERVICES ASSISTANT	\$16.64	\$17.48	\$18.36	\$19.29	\$20.27	\$21.28	\$22.34	\$23.48	\$24.66	\$25.90
FISCAL & TECH SERVICES ASST 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
FISCAL & TECH SERVICES ASST 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
FISCAL & TECH SERVICES ASST 3	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
GEO INFO SYS (GIS) PLANNER 1	\$23.53	\$24.71	\$25.96	\$27.25	\$28.62	\$30.06	\$31.57	\$33.15	\$34.81	\$36.56
GEO INFO SYS (GIS) PLANNER 2	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
HAZ MAT SPECIALIST 1	\$25.78	\$27.07	\$28.43	\$29.87	\$31.35	\$32.93	\$34.59	\$36.33	\$38.14	\$40.05
HAZ MAT SPECIALIST 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
HAZ MAT SPECIALIST 3	\$31.29	\$32.87	\$34.51	\$36.25	\$38.06	\$39.97	\$41.99	\$44.09	\$46.30	\$48.61
HEAD COOK	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
HEALTH AIDE 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
HEALTH AIDE 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5
HEALTH EDUCATION COORDINATOR 1	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
HEALTH EDUCATION SPECIALIST	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
HIV SPECIALTY CLINIC THERAPIST	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
INFORMATION SYSTEMS TECHNICIAN	\$23.70	\$24.88	\$26.13	\$27.44	\$28.81	\$30.26	\$31.78	\$33.37	\$35.04	\$36.80
LEAD DEPUTY CLERK-RECORDER	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63
LEGAL SECRETARY	\$20.34	\$21.37	\$22.44	\$23.56	\$24.74	\$25.99	\$27.30	\$28.65	\$30.09	\$31.60
LEGAL SECRETARY - SENIOR	\$21.58	\$22.66	\$23.81	\$25.01	\$26.26	\$27.57	\$28.96	\$30.41	\$31.93	\$33.53
LEGAL SECRETARY - TRAINEE	\$18.44	\$19.38	\$20.35	\$21.37	\$22.45	\$23.57	\$24.76	\$26.00	\$27.31	\$28.67
LEGAL SERVICES ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
LEGAL SERVICES ASSISTANT 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
LIBRARIAN	\$22.83	\$23.98	\$25.19	\$26.45	\$27.78	\$29.17	\$30.64	\$32.18	\$33.79	\$35.49
LIBRARY AIDE	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
LIBRARY LITERACY CLERK	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
LIBRARY TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
LICENSED VOCATIONAL NURSE 1-BH	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
LICENSED VOCATIONAL NURSE 1-PH	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
LICENSED VOCATIONAL NURSE 2-BH	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
LICENSED VOCATIONAL NURSE 2-PH	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
LITERACY PROGRAM ASSISTANT 1	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
LITERACY PROGRAM ASSISTANT 2	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
MANAGEMENT ANALYST 1	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
MANAGEMENT ANALYST 2	\$25.54	\$26.81	\$28.15	\$29.56	\$31.04	\$32.61	\$34.25	\$35.96	\$37.76	\$39.64
MENTORING COORDINATOR	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
MUSEUM REGISTRAR	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
NATURAL RESOURCES ANALYST	\$22.42	\$23.54	\$24.72	\$25.97	\$27.26	\$28.63	\$30.07	\$31.58	\$33.16	\$34.82
NURSE PRACTITIONER	\$50.49	\$53.02	\$55.68	\$58.47	\$61.38	\$64.47	\$67.70	\$71.09	\$74.65	\$78.38
OFFICE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
OFFICE ASSISTANT 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
OFFICE ASSISTANT 3	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
OFFICE AUTOMATION ANALYST	\$24.09	\$25.29	\$26.56	\$27.89	\$29.28	\$30.76	\$32.31	\$33.92	\$35.62	\$37.40
OFFICE AUTOMATION SPECIALIST	\$19.84	\$20.84	\$21.88	\$22.99	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85
PARALEGAL 1	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
PARALEGAL 2	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15	\$28.52	\$29.96
PARALEGAL 3	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
PERMIT TECHNICIAN	\$17.89	\$18.79	\$19.74	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83
PHYSICIAN ASSISTANT	\$50.49	\$53.02	\$55.68	\$58.47	\$61.38	\$64.47	\$67.70	\$71.09	\$74.65	\$78.38
PLANNING TECHNICIAN	\$19.36	\$20.32	\$21.34	\$22.41	\$23.53	\$24.71	\$25.95	\$27.24	\$28.61	\$30.04
PREVENTION AIDE	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
PROG COMPL & TRAINING ANALYST	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
PROGRAMMER ANALYST	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
PROJECT MANAGER	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33	\$45.51
PROPERTY TAX ASSESSMENT SPEC 1	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
PROPERTY TAX ASSESSMENT SPEC 2	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
PROPERTY TAX ASSESSMENT TECH	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
PSYCHIATRIC NURSE 1	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PSYCHIATRIC NURSE 2	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
PSYCHIATRIC TECHNICIAN	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
PUBLIC HEALTH DATABASE ANALYST	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
PUBLIC HEALTH NURSE 1	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PUBLIC HEALTH NURSE 2	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
PUBLIC HEALTH NURSE 3	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
QUALITY ASSURANCE COORDINATOR	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
RECORDS MANAGEMENT TECH 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
RECORDS MANAGEMENT TECH 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
REGISTERED DENTAL ASSISTANT 1	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
REGISTERED DENTAL ASSISTANT 2	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
REGISTERED NURSE 1 - BH	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
REGISTERED NURSE 1 - PH	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
REGISTERED NURSE 2 - BH	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
REGISTERED NURSE 2 - PH	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
SENIOR BUILDING INSPECTOR	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
SENIOR BUILDING PLNCHK INSP	\$29.20	\$30.68	\$32.21	\$33.82	\$35.52	\$37.30	\$39.17	\$41.14	\$43.20	\$45.36
SENIOR DISTRICT ATTORNEY INVST	\$27.23	\$28.60	\$30.03	\$31.55	\$33.13	\$34.79	\$36.54	\$38.37	\$40.30	\$42.32
SENIOR PERMIT TECHNICIAN	\$20.12	\$21.15	\$22.20	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27
SENIOR PLANNER	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
SENIOR SOCIAL WORKER A	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22
SENIOR SOCIAL WORKER B	\$30.45	\$31.99	\$33.58	\$35.27	\$37.04	\$38.90	\$40.84	\$42.91	\$45.06	\$47.32
SITE MANAGER	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14	\$29.57
SOCIAL SERVICES AIDE	\$17.15	\$18.01	\$18.93	\$19.88	\$20.87	\$21.91	\$23.02	\$24.18	\$25.39	\$26.66
SOCIAL WORKER 1	\$22.15	\$23.28	\$24.43	\$25.66	\$26.95	\$28.30	\$29.72	\$31.22	\$32.78	\$34.43
SOCIAL WORKER 2	\$24.42	\$25.65	\$26.93	\$28.29	\$29.71	\$31.21	\$32.76	\$34.42	\$36.15	\$37.95
SOCIAL WORKER 3	\$26.69	\$28.05	\$29.45	\$30.92	\$32.48	\$34.10	\$35.81	\$37.61	\$39.50	\$41.47
STAFF SERVICES ANALYST 1	\$23.81	\$24.99	\$26.25	\$27.57	\$28.96	\$30.41	\$31.95	\$33.54	\$35.22	\$36.99
STAFF SERVICES ANALYST 2	\$26.24	\$27.56	\$28.95	\$30.40	\$31.93	\$33.53	\$35.21	\$36.98	\$38.84	\$40.79
STAFF SERVICES SPECIALIST	\$22.97	\$24.13	\$25.33	\$26.60	\$27.93	\$29.32	\$30.80	\$32.35	\$33.98	\$35.68
SUBSTANCE USE DISORDER SPEC 1	\$21.27	\$22.33	\$23.47	\$24.65	\$25.89	\$27.18	\$28.55	\$29.98	\$31.47	\$33.06
SUBSTANCE USE DISORDER SPEC 2	\$23.47	\$24.65	\$25.89	\$27.18	\$28.55	\$29.98	\$31.47	\$33.06	\$34.73	\$36.46
TELECOMMUNICATIONS TECHNICIAN	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42
TREAS/TAX COLLECTIONS OFFCR 1	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
TREAS/TAX COLLECTIONS OFFCR 2	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
TREASURER/TAX SPECIALIST 1	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
TREASURER/TAX SPECIALIST 2	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
TREASURER/TAX TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
VETERANS SERVICE REP 1	\$16.64	\$17.48	\$18.36	\$19.29	\$20.27	\$21.28	\$22.34	\$23.48	\$24.66	\$25.90
VETERANS SERVICE REP 2	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
VICTIM/WITNESS ADVOCATE	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21	\$30.69	\$32.22
WELFARE FRAUD INVESTIGATOR 1	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85	\$32.40	\$34.03	\$35.72	\$37.51
WELFARE FRAUD INVESTIGATOR 2	\$26.18	\$27.50	\$28.86	\$30.33	\$31.84	\$33.43	\$35.12	\$36.88	\$38.72	\$40.67

County of Plumas
Pay Schedule

Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-XXXX
and adopted by the Board as of 05/20/2025 per Resolution Number 2025-XXXXX

OE3 MID-MANAGEMENT

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
A&D PROG CLINICIAN/SUPERVISOR	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ALCOHOL & DRUG PROG CHIEF	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ALTERNATIVE SENTENCING MANAGER	\$30.66	\$32.19	\$33.80	\$35.50	\$37.28	\$39.14	\$41.11	\$43.16	\$45.33	\$47.61	\$49.99	\$52.49
ANIMAL CONTROL SUPERVISOR	\$27.16	\$28.52	\$29.94	\$31.44	\$33.01	\$34.66	\$36.39	\$38.23	\$40.15	\$42.16	\$44.27	\$46.48
ASSESSOR'S OFFICE MANAGER	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
ASSISTANT BUILDING OFFICIAL	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ASSISTANT COUNTY ASSESSOR	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
ASSISTANT DISTRICT ATTORNEY	\$63.69	\$66.87	\$70.21	\$73.72	\$77.41	\$81.28	\$85.35	\$89.62	\$94.09	\$98.79	\$103.73	\$108.92
ASSISTANT PLANNING DIRECTOR	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ASST COUNTY CLERK-RECORDER	\$31.83	\$33.43	\$35.10	\$36.85	\$38.70	\$40.65	\$42.68	\$44.84	\$47.07	\$49.43	\$51.90	\$54.50
ASST DIR DEPT OF CHILD SUP SVC	\$39.13	\$41.09	\$43.14	\$45.30	\$47.56	\$49.94	\$52.44	\$55.06	\$57.81	\$60.70	\$63.74	\$66.93
ASST DIRECTOR OF PUBLIC HEALTH	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.90	\$60.81	\$63.88	\$67.06	\$70.41	\$73.93	\$77.63
ASST TREASURER/TAX COLLECTOR	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
BH ADMIN SERVICES OFFICER	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH AOD PROGRAM ADMIN	\$43.73	\$45.93	\$48.24	\$50.66	\$53.19	\$55.85	\$58.65	\$61.60	\$64.68	\$67.93	\$71.33	\$74.89
BH CONTINUING CARE COORDINATOR	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH QUAL IMPROVEMENT/COMPL MGR	\$43.73	\$45.93	\$48.24	\$50.66	\$53.19	\$55.85	\$58.65	\$61.60	\$64.68	\$67.93	\$71.33	\$74.89
BH UNIT SUPERVISOR	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH UNIT SUPERVISOR-NURSING	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BLDG/GRDS MAINT SUPERVISOR 1	\$24.22	\$25.43	\$26.70	\$28.03	\$29.45	\$30.92	\$32.47	\$34.08	\$35.79	\$37.61	\$39.49	\$41.47
BLDG/GRDS MAINT SUPERVISOR 2	\$25.43	\$26.70	\$28.03	\$29.45	\$30.92	\$32.47	\$34.08	\$35.79	\$37.61	\$39.49	\$41.46	\$43.54
BUILDING OFFICIAL	\$39.15	\$41.12	\$43.18	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.90	\$60.81	\$63.85	\$67.04
CHIEF APPRAISER	\$30.69	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.04	\$52.55
CHIEF CODE ENFORCEMENT OFFICER	\$34.17	\$35.89	\$37.70	\$39.58	\$41.56	\$43.64	\$45.83	\$48.13	\$50.53	\$53.06	\$55.71	\$58.50
CHIEF DEP PUB GRDN/CONSERVATOR	\$29.36	\$30.86	\$32.40	\$34.01	\$35.73	\$37.51	\$39.39	\$41.37	\$43.45	\$45.62	\$47.90	\$50.30
CHILDRENS SERVICES COORDINATOR	\$34.71	\$36.44	\$38.27	\$40.19	\$42.21	\$44.32	\$46.53	\$48.86	\$51.32	\$53.89	\$56.58	\$59.41
COMMUNITY CARE CASE MANAGER	\$21.19	\$22.26	\$23.38	\$24.54	\$25.80	\$27.08	\$28.45	\$29.87	\$31.37	\$32.96	\$34.61	\$36.34
DA ADMINISTRATOR/ASSISTANT PUBLIC ADMIN	\$25.27	\$26.54	\$27.86	\$29.26	\$30.72	\$32.25	\$33.88	\$35.59	\$37.38	\$39.25	\$41.21	\$43.27
DEPUTY AG COMM/SEALER OF WEIGHTS & MEASURE	\$34.25	\$35.97	\$37.76	\$39.66	\$41.64	\$43.73	\$45.91	\$48.21	\$50.63	\$53.16	\$55.82	\$58.61
DEP DIR/SOC SERV PROGRAM MGR	\$40.85	\$42.92	\$45.07	\$47.33	\$49.70	\$52.18	\$54.80	\$57.54	\$60.42	\$63.46	\$66.63	\$69.96
DEPARTMENT FISCAL OFFICER 1	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
DEPARTMENT FISCAL OFFICER 2	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.38	\$47.65
DIRECTOR OF NURSING - PH	\$47.49	\$49.87	\$52.38	\$54.99	\$57.74	\$60.63	\$63.68	\$66.87	\$70.21	\$73.73	\$77.42	\$81.29
DIV DIR VETERANS SVCS OFFICER	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.38	\$47.65
ELIGIBILITY SUPERVISOR	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
EMPLOYMENT & TRNG WKR SUP	\$31.36	\$32.95	\$34.58	\$36.32	\$38.15	\$40.06	\$42.06	\$44.17	\$46.39	\$48.72	\$51.16	\$53.71
FISCAL SUPPORT COORD	\$22.11	\$23.21	\$24.38	\$25.61	\$26.88	\$28.24	\$29.66	\$31.13	\$32.70	\$34.34	\$36.06	\$37.86

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5	L6	L7
GEO INFO SYSTEM (GIS) COORD	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
GRANT COMPLIANCE OFFICER	\$21.81	\$22.91	\$24.06	\$25.28	\$26.55	\$27.87	\$29.28	\$30.75	\$32.29	\$33.90	\$35.60	\$37.37
HEALTH EDUCATION COORDINATOR 2	\$30.69	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.04	\$52.55
LIBRARY LITERACY PROGRAM COORD	\$21.25	\$22.32	\$23.44	\$24.62	\$25.84	\$27.14	\$28.49	\$29.92	\$31.42	\$32.98	\$34.63	\$36.36
MNTL HLTH SERVICES ACT COORD	\$34.71	\$36.44	\$38.27	\$40.19	\$42.21	\$44.32	\$46.53	\$48.86	\$51.32	\$53.89	\$56.58	\$59.41
OFFICE SUPERVISOR	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.92	\$36.67	\$38.51
PERMIT MANAGER	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
PH ADMIN SERVICES OFFICER	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
PROGRAM CHIEF-NURSING	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
PROGRAM MANAGER 1	\$36.97	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32
PROGRAM MANAGER 2	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32	\$66.48
PUBLIC HEALTH PROG DIV CHIEF	\$33.81	\$35.51	\$37.29	\$39.15	\$41.12	\$43.18	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.89
RECORDS MGMT COORDINATOR	\$21.82	\$22.92	\$24.07	\$25.28	\$26.55	\$27.88	\$29.28	\$30.75	\$32.29	\$33.91	\$35.61	\$37.39
SENIOR SERVICES DIVISION DIR.	\$25.88	\$27.18	\$28.56	\$29.98	\$31.48	\$33.07	\$34.73	\$36.47	\$38.29	\$40.22	\$42.23	\$44.34
SOCIAL SERVICES SUPERVISOR 1	\$32.04	\$33.65	\$35.35	\$37.13	\$39.00	\$40.95	\$43.00	\$45.14	\$47.41	\$49.79	\$52.28	\$54.89
SOCIAL SERVICES SUPERVISOR 2	\$36.97	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32
STAFF SERVICES MANAGER	\$35.52	\$37.30	\$39.17	\$41.14	\$43.20	\$45.36	\$47.64	\$50.03	\$52.54	\$55.17	\$57.93	\$60.82
VICTIM/WITNESS COORDINATOR	\$30.66	\$32.19	\$33.80	\$35.50	\$37.28	\$39.14	\$41.11	\$43.16	\$45.33	\$47.61	\$49.99	\$52.49

County of Plumas
Pay Schedule

Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-XXXX
and adopted by the Board as of 05/20/2025 per Resolution Number 2025-XXXX

PROBATION MID-MANAGEMENT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
DEPARTMENT FISCAL OFFICER 1	\$23.40	\$24.59	\$25.82	\$27.13	\$28.47	\$29.89	\$31.40	\$32.98	\$34.62	\$36.36
DEPARTMENT FISCAL OFFICER 2	\$25.80	\$27.09	\$28.45	\$29.87	\$31.38	\$32.96	\$34.60	\$36.34	\$38.16	\$40.07
SUPERVISING PROBATION OFFICER	\$27.78	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49	\$37.26	\$39.14	\$41.10	\$43.15

**County of Plumas
Pay Schedule**

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PROBATION ASSC

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ADMINISTRATIVE ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
ADMINISTRATIVE ASSISTANT 2	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34
DEPUTY PROBATION OFFICER 1	\$20.12	\$21.15	\$22.20	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27
DEPUTY PROBATION OFFICER 2	\$21.77	\$22.87	\$24.03	\$25.23	\$26.50	\$27.83	\$29.21	\$30.69	\$32.23	\$33.85
DEPUTY PROBATION OFFICER 3	\$24.00	\$25.20	\$26.47	\$27.78	\$29.17	\$30.63	\$32.16	\$33.77	\$35.46	\$37.24
DETENTION COORDINATOR	\$21.26	\$22.32	\$23.46	\$24.63	\$25.87	\$27.17	\$28.54	\$29.97	\$31.46	\$33.03
LEGAL SERVICES ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
LEGAL SERVICES ASSISTANT 2	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34	\$28.72
MANAGEMENT ANALYST 1	\$23.75	\$24.94	\$26.19	\$27.51	\$28.87	\$30.34	\$31.85	\$33.44	\$35.12	\$36.88
MANAGEMENT ANALYST 2	\$26.43	\$27.75	\$29.14	\$30.60	\$32.13	\$33.75	\$35.44	\$37.22	\$39.08	\$41.04
OFFICE ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
OFFICE ASSISTANT 2	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34
OFFICE ASSISTANT 3	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34	\$28.72	\$30.15
PROB PROG COORD/ADMIN ASSIST	\$21.14	\$22.21	\$23.31	\$24.49	\$25.73	\$27.01	\$28.37	\$29.81	\$31.30	\$32.86
PROBATION ASSISTANT	\$16.95	\$17.80	\$18.69	\$19.62	\$20.61	\$21.63	\$22.73	\$23.87	\$25.07	\$26.32
PROBATION REPORT WRITER	\$20.20	\$21.21	\$22.28	\$23.39	\$24.58	\$25.81	\$27.10	\$28.46	\$29.88	\$31.39

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-XXXX
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SHERIFF EMPLOYEE ASSC

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASSISTANT PROGRAM MANAGER	\$19.03	\$19.99	\$20.99	\$22.04	\$23.15	\$24.30	\$25.52	\$26.80	\$28.14	\$29.57
CORRECTIONAL OFFICER 1	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
CORRECTIONAL OFFICER 2	\$25.10	\$26.36	\$27.68	\$29.08	\$30.54	\$32.08	\$33.68	\$35.38	\$37.14	\$39.01
CORRECTIONAL SERGEANT	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22
CRIME ANALYST	\$21.42	\$22.50	\$23.63	\$24.80	\$26.06	\$27.37	\$28.74	\$30.18	\$31.69	\$33.28
DEP SHERIFF 2/COM EQUIP COORD	\$35.29	\$37.06	\$38.90	\$40.86	\$42.91	\$45.06	\$47.33	\$49.70	\$52.20	\$54.80
DEPUTY SHERIFF 1	\$25.82	\$27.12	\$28.49	\$29.92	\$31.42	\$32.99	\$34.64	\$36.37	\$38.20	\$40.10
DEPUTY SHERIFF 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
DEPUTY SHERIFF 2-ADVANCED	\$29.94	\$31.45	\$33.02	\$34.69	\$36.43	\$38.26	\$40.18	\$42.18	\$44.29	\$46.54
DEPUTY SHERIFF 2-INTERMEDIATE	\$29.30	\$30.77	\$32.32	\$33.94	\$35.63	\$37.43	\$39.31	\$41.28	\$43.34	\$45.52
SH INVSTG/CANNABIS CODE COMPL	\$34.49	\$36.23	\$38.03	\$39.94	\$41.94	\$44.05	\$46.26	\$48.59	\$51.01	\$53.57
SHERIFF DISPATCHER 1	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
SHERIFF DISPATCHER 2	\$24.32	\$25.54	\$26.83	\$28.16	\$29.58	\$31.07	\$32.62	\$34.26	\$35.98	\$37.78
SHERIFF DISPATCHER 2 - INTERMEDIATE	\$25.06	\$26.30	\$27.62	\$29.00	\$30.46	\$31.98	\$33.58	\$35.26	\$37.02	\$38.87
SHERIFF DISPATCHER 2 - ADVANCED	\$25.54	\$26.83	\$28.16	\$29.58	\$31.07	\$32.62	\$34.26	\$35.98	\$37.78	\$39.66
SHERIFF EMERGENCY SERVICES & TRAINING COORD.	\$27.88	\$29.28	\$30.73	\$32.29	\$33.91	\$35.62	\$37.40	\$39.28	\$41.24	\$43.31
SHERIFF INVESTIGATOR	\$30.59	\$32.12	\$33.76	\$35.45	\$37.22	\$39.10	\$41.06	\$43.13	\$45.29	\$47.56
SHERIFF INVESTIGATOR SERGEANT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90
SHERIFF INVESTIGATOR-ADVANCED	\$32.20	\$33.83	\$35.51	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02
SHERIFF INVESTIGATOR-INTERMED	\$31.52	\$33.10	\$34.77	\$36.52	\$38.35	\$40.27	\$42.28	\$44.40	\$46.63	\$48.97
SHERIFF SERGEANT	\$32.12	\$33.76	\$35.45	\$37.22	\$39.10	\$41.06	\$43.13	\$45.29	\$47.56	\$49.93
SHERIFF SERGEANT-ADVANCED	\$34.64	\$36.37	\$38.21	\$40.12	\$42.13	\$44.24	\$46.46	\$48.79	\$51.23	\$53.78
SHERIFF SERGEANT-INTERMEDIATE	\$33.89	\$35.59	\$37.38	\$39.26	\$41.23	\$43.30	\$45.46	\$47.74	\$50.14	\$52.64
SHERIFF SERVICES ASSISTANT 1	\$20.57	\$21.59	\$22.68	\$23.82	\$25.02	\$26.28	\$27.60	\$28.98	\$30.44	\$31.97
SHERIFF SERVICES ASSISTANT 2	\$22.67	\$23.81	\$25.01	\$26.27	\$27.59	\$28.97	\$30.43	\$31.96	\$33.56	\$35.24

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-XXXX
and adopted by the Board as of 05/20/2025 per Resolution Number 2025-XXXXX**

SHERIFF EMPLOYEE ASSC MID-MGMT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASST DIR OF EMERGENCY SERVICES	\$29.09	\$30.54	\$32.08	\$33.68	\$35.38	\$37.14	\$39.01	\$40.96	\$43.01	\$45.17
COMMUNICATIONS SUPER ADVANCED	\$29.41	\$30.90	\$32.45	\$34.07	\$35.77	\$37.57	\$39.46	\$41.42	\$43.50	\$45.68
COMMUNICATIONS SUPER INTERMED	\$28.85	\$30.30	\$31.82	\$33.42	\$35.08	\$36.84	\$38.70	\$40.64	\$42.67	\$44.81
COMMUNICATIONS SUPERVISOR	\$28.01	\$29.41	\$30.90	\$32.45	\$34.07	\$35.77	\$37.57	\$39.46	\$41.42	\$43.50
JAIL COMMANDER	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SH INV SGT/CODE COMPLIANCE SUP	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SHERIFF ADMIN SERGEANT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90
SHERIFF FISCAL OFFICER 1	\$28.68	\$30.11	\$31.62	\$33.19	\$34.87	\$36.62	\$38.47	\$40.39	\$42.41	\$44.53
SHERIFF FISCAL OFFICER 2	\$33.85	\$35.54	\$37.34	\$39.22	\$41.18	\$43.25	\$45.43	\$47.69	\$50.09	\$52.60
SHERIFF PATROL COMMANDER	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SHERIFF'S OFFICE MANAGER	\$28.56	\$29.99	\$31.49	\$33.07	\$34.73	\$36.47	\$38.30	\$40.22	\$42.24	\$44.36
SHERIFF'S SPECIAL OPS SGT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90

County of Plumas
Pay Schedule

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UNDERSHERIFF

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
UNDERSHERIFF	\$44.82	\$47.07	\$49.43	\$51.91	\$54.51	\$57.24	\$60.11	\$63.12	\$66.28	\$69.60

County of Plumas
Pay Schedule

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CONFIDENTIAL EMPLOYEE UNIT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ACCOUNTANT	\$21.17	\$22.23	\$23.35	\$24.52	\$25.75	\$27.05	\$28.41	\$29.83	\$31.33	\$32.90
ACCOUNTANT AUDITOR 1	\$23.93	\$25.13	\$26.39	\$27.72	\$29.11	\$30.56	\$32.09	\$33.71	\$35.38	\$37.17
ACCOUNTANT AUDITOR 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
ASSISTANT AUDITOR/CONTROLLER	\$30.51	\$32.03	\$33.64	\$35.33	\$37.10	\$38.98	\$40.92	\$42.97	\$45.12	\$47.38
ASST RISK MGR/OCC SAFETY & HEALTH SPEC	\$28.55	\$29.98	\$31.47	\$33.05	\$34.72	\$36.45	\$38.28	\$40.21	\$42.20	\$44.32
CHIEF DEPUTY AUDITOR	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16	\$39.03	\$40.97	\$43.04	\$45.20
CLERK OF THE BOARD	\$28.03	\$29.44	\$30.91	\$32.45	\$34.07	\$35.78	\$37.57	\$39.45	\$41.42	\$43.50
DEPUTY COUNTY COUNSEL 1	\$38.24	\$40.15	\$42.17	\$44.29	\$46.50	\$48.82	\$51.27	\$53.83	\$56.52	\$59.35
DEPUTY COUNTY COUNSEL 2	\$42.63	\$44.76	\$47.00	\$49.35	\$51.82	\$54.41	\$57.13	\$59.99	\$62.99	\$66.13
DEPUTY COUNTY COUNSEL 3	\$47.95	\$50.35	\$52.87	\$55.51	\$58.29	\$61.20	\$64.27	\$67.48	\$70.85	\$74.39
FISCAL SUPPORT COORDINATOR	\$19.94	\$20.95	\$21.99	\$23.10	\$24.27	\$25.48	\$26.76	\$28.12	\$29.53	\$31.00
HELP DESK SPECIALIST	\$21.82	\$22.92	\$24.07	\$25.28	\$26.55	\$27.88	\$29.28	\$30.75	\$32.29	\$33.91
HR PAYROLL SPECIALIST 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
HR PAYROLL SPECIALIST 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
HUMAN RESOURCES ANALYST 1	\$23.92	\$25.12	\$26.38	\$27.71	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16
HUMAN RESOURCES ANALYST 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
HUMAN RESOURCES TECHNICIAN 1	\$18.54	\$19.47	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79
HUMAN RESOURCES TECHNICIAN 2	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79	\$30.25	\$31.77
HUMAN RESOURCES TECHNICIAN 3	\$21.69	\$22.77	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69
LEAD FISCAL & TECH SERV ASST	\$17.68	\$18.57	\$19.50	\$20.48	\$21.52	\$22.59	\$23.72	\$24.91	\$26.16	\$27.48
MANAGEMENT ANALYST 1	\$23.92	\$25.12	\$26.38	\$27.71	\$29.10	\$30.55	\$32.08	\$33.70	\$35.37	\$37.16
MANAGEMENT ANALYST 2	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.36	\$37.13	\$39.01	\$40.95
NETWORK/EDR ADMINISTRATOR	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45	\$39.33	\$41.29	\$43.35	\$45.52
OFFICE OF EMERGENCY SERVICES-OES MGR.	\$29.15	\$30.61	\$32.14	\$33.75	\$35.45	\$37.23	\$39.09	\$41.04	\$43.10	\$45.26
PARALEGAL 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
PARALEGAL 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
PARALEGAL 3	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49	\$37.27	\$39.14	\$41.11	\$43.16	\$45.33
PAYROLL SPECIALIST 1	\$23.08	\$24.24	\$25.47	\$26.74	\$28.09	\$29.50	\$30.96	\$32.53	\$34.16	\$35.88
PAYROLL SPECIALIST 2	\$25.45	\$26.73	\$28.08	\$29.49	\$30.95	\$32.52	\$34.15	\$35.87	\$37.66	\$39.56
SAAS SYSTEMS ADMINISTRATOR	\$31.57	\$33.15	\$34.81	\$36.56	\$38.39	\$40.31	\$42.33	\$44.45	\$46.67	\$49.00
SYSTEMS ANALYST 1	\$27.72	\$29.11	\$30.56	\$32.09	\$33.71	\$35.38	\$37.17	\$39.05	\$40.99	\$43.06
SYSTEMS ANALYST 2	\$30.51	\$32.03	\$33.64	\$35.33	\$37.10	\$38.98	\$40.92	\$42.97	\$45.12	\$47.38

County of Plumas
Pay Schedule

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CONTRACT EMPLOYEES

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
AIRPORT MANAGER	\$22.03	\$23.14	\$24.29	\$25.51	\$26.78	\$28.12	\$29.53	\$31.00	\$32.55	\$34.18
ASSISTANT COUNTY COUNSEL	\$55.44	\$58.21	\$61.12	\$64.18	\$67.39	\$70.76	\$74.29	\$78.01	\$81.91	\$86.01
BH DEPUTY DIRECTOR	\$45.00	\$47.25	\$49.62	\$52.11	\$54.72	\$57.46	\$60.34	\$63.36	\$66.53	\$69.86
DISASTER RECOVERY COORDINATOR	\$35.00	\$36.77	\$38.60	\$40.54	\$42.57	\$44.70	\$46.93	\$49.28	\$51.74	\$54.33
GRANT MANAGER	\$35.00	\$36.77	\$38.60	\$40.54	\$42.57	\$44.70	\$46.93	\$49.28	\$51.74	\$54.33

**County of Plumas
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DEPARTMENT HEADS

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
AG COMM/SEALER OF WTS & MEAS	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
ALCOHOL & DRUG ADMINISTRATOR	\$36.06	\$37.87	\$39.77	\$41.76	\$43.85	\$46.05	\$48.36	\$50.78	\$53.32	\$55.99
BEHAVIORAL HEALTH DIRECTOR	\$58.00	\$60.90	\$63.95	\$67.14	\$70.50	\$74.02	\$77.73	\$81.61	\$85.69	\$89.98
CHIEF PROBATION OFFICER	\$45.00	\$47.25	\$49.61	\$52.09	\$54.70	\$57.43	\$60.30	\$63.32	\$66.49	\$69.81
COUNTY ADMINISTRATIVE OFFICER	\$75.00	\$78.75	\$82.69	\$86.82	\$91.16	\$95.72	\$100.51	\$105.53	\$110.81	\$116.35
COUNTY COUNSEL	\$70.71	\$74.25	\$77.96	\$81.86	\$85.95	\$90.25	\$94.76	\$99.50	\$104.47	\$109.69
COUNTY FAIR MANAGER	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05	\$65.16
COUNTY LIBRARIAN	\$38.00	\$39.90	\$41.90	\$43.99	\$46.19	\$48.50	\$50.92	\$53.47	\$56.14	\$58.95
DIRECTOR OF BUILDING SERVICES	\$47.00	\$49.35	\$51.82	\$54.41	\$57.13	\$59.99	\$62.98	\$66.13	\$69.44	\$72.91
DIRECTOR OF CHILD SUPPORT SVCS	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05	\$65.16
DIRECTOR OF FACILITY SERVICES	\$40.00	\$42.00	\$44.10	\$46.31	\$48.62	\$51.05	\$53.60	\$56.28	\$59.10	\$62.05
DIRECTOR OF INFO TECHNOLOGIES	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
DIRECTOR OF PUBLIC HEALTH	\$58.00	\$60.90	\$63.95	\$67.14	\$70.50	\$74.02	\$77.73	\$81.61	\$85.69	\$89.98
DIRECTOR OF PUBLIC WORKS	\$55.00	\$57.75	\$60.64	\$63.67	\$66.85	\$70.20	\$73.71	\$77.39	\$81.26	\$85.32
DIRECTOR OF RISK MANAGEMENT AND SAFETY	\$45.00	\$47.25	\$49.61	\$52.09	\$54.70	\$57.43	\$60.30	\$63.32	\$66.49	\$69.81
ENVIRONMENTAL HEALTH DIRECTOR	\$48.00	\$50.40	\$52.92	\$55.57	\$58.34	\$61.26	\$64.32	\$67.54	\$70.92	\$74.46
HUMAN RESOURCES DIRECTOR	\$50.00	\$52.50	\$55.13	\$57.88	\$60.78	\$63.81	\$67.00	\$70.36	\$73.87	\$77.57
MUSEUM DIRECTOR	\$30.00	\$31.50	\$33.08	\$34.73	\$36.47	\$38.29	\$40.20	\$42.21	\$44.32	\$46.54
PLANNING DIRECTOR	\$55.38	\$58.15	\$61.06	\$64.11	\$67.31	\$70.68	\$74.21	\$77.93	\$81.82	\$85.91
SOCIAL SERV DIR/PUB GUARD/PC	\$50.00	\$52.50	\$55.13	\$57.88	\$60.78	\$63.81	\$67.00	\$70.36	\$73.87	\$77.57

**County of Plumas
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ELECTED OFFICIALS

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASSESSOR	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78
AUDITOR/CONTROLLER	\$47.55	\$0.00	\$0.00	\$0.00	\$0.00	\$49.94	\$52.43	\$55.06	\$57.80	\$60.70
BOARD OF SUPERVISORS-CPI 2014	\$22.08	\$0.00	\$0.00	\$0.00	\$0.00	\$23.19	\$24.35	\$25.56	\$26.84	\$28.19
BOARD OF SUPERVISORS-CPI 2018	\$24.29	\$0.00	\$0.00	\$0.00	\$0.00	\$25.51	\$26.78	\$28.12	\$29.53	\$31.00
BOARD OF SUPERVISORS-NON PERS-CPI 2022	\$30.36	\$0.00	\$0.00	\$0.00	\$0.00	\$31.87	\$33.47	\$35.14	\$36.90	\$38.74
BOARD OF SUPERVISORS-PERSABLE-CPI 2022	\$28.38	\$0.00	\$0.00	\$0.00	\$0.00	\$29.80	\$31.29	\$32.85	\$34.50	\$36.22
BOARD OF SUPERVISORS-NON PERS-CPI 2023	\$31.62	\$0.00	\$0.00	\$0.00	\$0.00	\$33.20	\$34.86	\$36.60	\$38.43	\$40.35
BOARD OF SUPERVISORS-PERSABLE-CPI 2023	\$29.56	\$0.00	\$0.00	\$0.00	\$0.00	\$31.04	\$32.59	\$34.22	\$35.93	\$37.73
BOARD OF SUPERVISORS-NON PERS-CPI 2024	\$32.83	\$0.00	\$0.00	\$0.00	\$0.00	\$34.48	\$36.20	\$38.01	\$39.91	\$41.90
BOARD OF SUPERVISORS-PERSABLE-CPI 2024	\$30.70	\$0.00	\$0.00	\$0.00	\$0.00	\$32.23	\$33.84	\$35.53	\$37.31	\$39.18
CLERK-RECORDER **	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78
DISTRICT ATTORNEY	\$84.54	\$0.00	\$0.00	\$0.00	\$0.00	\$88.76	\$93.21	\$97.86	\$102.75	\$107.90
SHERIFF/CORONER	\$58.64	\$0.00	\$0.00	\$0.00	\$0.00	\$61.58	\$64.65	\$67.88	\$71.27	\$74.84
TREASURER/TAX COLLECTOR **	\$46.05	\$0.00	\$0.00	\$0.00	\$0.00	\$48.37	\$50.78	\$53.32	\$55.99	\$58.78

**** Stipends adopted by Ordinance #07-1059 on 09/02/2007, revised as of 06/30/2024 per Ordinance #22-1142 adopted 03/01/2022**

CLERK-RECORDER	\$4.27	\$0.00	\$0.00	\$0.00	\$0.00	\$4.48	\$4.71	\$4.94	\$5.19	\$5.45
TREASURER/TAX COLLECTOR	\$5.16	\$0.00	\$0.00	\$0.00	\$0.00	\$5.42	\$5.69	\$5.97	\$6.27	\$6.59

**County of Plumas
Pay Schedule**

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OE3 PUBLIC WORKS

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
ASSISTANT ENGINEER	\$31.94	\$33.54	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
ASSOCIATE ENGINEER	\$32.49	\$34.10	\$35.82	\$37.62	\$39.50	\$41.48	\$43.56	\$45.76	\$48.04	\$50.46	\$52.98	\$55.63
ENGINEERING AIDE	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
ENGINEERING TECHNICIAN 1	\$22.44	\$23.57	\$24.77	\$26.00	\$27.31	\$28.68	\$30.13	\$31.63	\$33.22	\$34.89	\$36.64	\$38.47
ENGINEERING TECHNICIAN 2	\$24.26	\$25.46	\$26.76	\$28.11	\$29.51	\$30.99	\$32.55	\$34.18	\$35.89	\$37.71	\$39.60	\$41.58
EQUIPMENT SERVICE WORKER	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
FISCAL/TECHNICAL SERVICES ASSISTANT 1	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
FISCAL/TECHNICAL SERVICES ASSISTANT 2	\$19.44	\$20.41	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.26
FISCAL/TECHNICAL SERVICES ASSISTANT 3	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.94	\$36.68
LEAD POWER EQUIPMENT MECHANIC	\$25.22	\$26.50	\$27.84	\$29.23	\$30.71	\$32.23	\$33.86	\$35.57	\$37.35	\$39.23	\$41.19	\$43.25
MANAGEMENT ANALYST 1	\$24.31	\$25.51	\$26.81	\$28.14	\$29.55	\$31.03	\$32.60	\$34.22	\$35.94	\$37.74	\$39.63	\$41.61
MANAGEMENT ANALYST 2	\$27.03	\$28.38	\$29.80	\$31.29	\$32.85	\$34.52	\$36.25	\$38.06	\$39.96	\$41.96	\$44.06	\$46.27
MECHANIC/SHOP TECHNICIAN	\$22.86	\$24.01	\$25.21	\$26.49	\$27.82	\$29.21	\$30.70	\$32.22	\$33.84	\$35.54	\$37.31	\$39.18
POWER EQUIPMENT MECHANIC 1	\$21.15	\$22.21	\$23.33	\$24.50	\$25.73	\$27.03	\$28.39	\$29.81	\$31.31	\$32.87	\$34.52	\$36.24
POWER EQUIPMENT MECHANIC 2	\$22.86	\$24.01	\$25.21	\$26.49	\$27.82	\$29.21	\$30.70	\$32.22	\$33.84	\$35.54	\$37.31	\$39.18
PRINCIPAL TRANSPORTATION PLANNER	\$37.61	\$39.49	\$41.47	\$43.55	\$45.75	\$48.03	\$50.45	\$52.97	\$55.63	\$58.41	\$61.32	\$64.39
PUBLIC WORKS MAINTENANCE LEADWORKER	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.92	\$36.67	\$38.51
PUBLIC WORKS MAINTENANCE WORKER 1	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.65	\$24.79	\$26.04	\$27.34	\$28.72	\$30.16	\$31.66
PUBLIC WORKS MAINTENANCE WORKER 2	\$19.44	\$20.41	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.26
PUBLIC WORKS MAINTENANCE WORKER 3	\$21.43	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.94	\$36.68
PUBLIC WORKS SENIOR ENV. PLANNER	\$32.49	\$34.10	\$35.82	\$37.62	\$39.50	\$41.48	\$43.56	\$45.76	\$48.04	\$50.46	\$52.98	\$55.63
SENIOR ENGINEERING TECHNICIAN	\$26.73	\$28.06	\$29.49	\$30.96	\$32.51	\$34.13	\$35.86	\$37.65	\$39.54	\$41.51	\$43.59	\$45.77
SOLID WASTE PROGRAM MANAGER	\$29.48	\$30.95	\$32.50	\$34.12	\$35.83	\$37.62	\$39.50	\$41.48	\$43.56	\$45.75	\$48.03	\$50.44
TRANSPORTATION PLANNER	\$31.94	\$33.54	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
WELDER	\$22.20	\$23.32	\$24.48	\$25.71	\$27.02	\$28.38	\$29.79	\$31.30	\$32.86	\$34.53	\$36.25	\$38.07

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OE3 PUBLIC WORKS MID-MGMT

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
ASSISTANT DIRECTOR OF PUBLIC WORKS	\$39.48	\$41.46	\$43.54	\$45.74	\$48.02	\$50.44	\$52.96	\$55.62	\$58.38	\$61.32	\$64.39	\$67.61
DEPUTY DIRECTOR OF PUBLIC WORKS	\$39.48	\$41.46	\$43.54	\$45.74	\$48.02	\$50.44	\$52.96	\$55.62	\$58.38	\$61.32	\$64.39	\$67.61
EQUIPMENT MAINTENANCE SUPERVISOR	\$29.48	\$30.95	\$32.50	\$34.12	\$35.83	\$37.62	\$39.50	\$41.48	\$43.56	\$45.75	\$48.03	\$50.44
PUBLIC WORKS ADMIN SERVICES OFFICER	\$38.48	\$40.40	\$42.42	\$44.55	\$46.79	\$49.13	\$51.59	\$54.18	\$56.91	\$59.76	\$62.75	\$65.89
PW FISCAL OFFICER/ADMIN SERVICES MANAGER	\$33.92	\$35.63	\$37.42	\$39.29	\$41.27	\$43.34	\$45.52	\$47.79	\$50.18	\$52.70	\$55.34	\$58.11
PW ROAD MAINTENANCE SUPERVISOR	\$26.05	\$27.36	\$28.72	\$30.18	\$31.70	\$33.28	\$34.96	\$36.71	\$38.56	\$40.48	\$42.50	\$44.64

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-9018
and adopted by the Board as of 06/10/2025 per Resolution Number 2025-XXXX**

OE3 GENERAL

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
4-H REPRESENTATIVE	\$18.72	\$19.65	\$20.63	\$21.68	\$22.76	\$23.91	\$25.12	\$26.37	\$27.70	\$29.08
ACCOUNTANT	\$19.68	\$20.68	\$21.72	\$22.80	\$23.96	\$25.16	\$26.43	\$27.75	\$29.14	\$30.60
ACCOUNTING TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
ADMINISTRATIVE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
ADMINISTRATIVE ASSISTANT 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
AG & STANDARDS INSPECTOR 1	\$22.06	\$23.16	\$24.33	\$25.55	\$26.83	\$28.17	\$29.58	\$31.08	\$32.63	\$34.27
AG & STANDARDS INSPECTOR 2	\$25.65	\$26.95	\$28.29	\$29.70	\$31.20	\$32.76	\$34.41	\$36.14	\$37.95	\$39.85
AG & STANDARDS INSPECTOR 3	\$28.30	\$29.72	\$31.22	\$32.78	\$34.42	\$36.15	\$37.96	\$39.87	\$41.86	\$43.96
AG & STANDARDS TECHNICIAN 1	\$17.04	\$17.90	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49
AG & STANDARDS TECHNICIAN 2	\$18.70	\$19.64	\$20.63	\$21.67	\$22.75	\$23.89	\$25.09	\$26.35	\$27.68	\$29.07
AG & STANDARDS TECHNICIAN 3	\$20.32	\$21.34	\$22.42	\$23.54	\$24.73	\$25.97	\$27.27	\$28.64	\$30.07	\$31.59
AG & STANDARDS MANAGEMENT ANALYST 1	\$22.84	\$23.99	\$25.20	\$26.46	\$27.78	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49
AG & STANDARDS MANAGEMENT ANALYST 2	\$25.40	\$26.67	\$28.01	\$29.42	\$30.89	\$32.45	\$34.07	\$35.78	\$37.57	\$39.45
ALCOHOL & DRUG PREV COORD	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
ALCOHOL & DRUG THERAPIST 1	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
ALCOHOL & DRUG THERAPIST 2	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
ALTERNATIVE SENTENCING COORD	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21	\$30.69	\$32.22
ANIMAL CONTROL OFFICER 1	\$19.35	\$20.31	\$21.33	\$22.40	\$23.51	\$24.69	\$25.93	\$27.22	\$28.58	\$30.01
ANIMAL CONTROL OFFICER 2	\$22.40	\$23.51	\$24.69	\$25.93	\$27.22	\$28.58	\$30.01	\$31.51	\$33.08	\$34.75
ANIMAL SHELTER ATTENDANT	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
APPRAISAL ASSISTANT	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21
APPRAISER 1	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
APPRAISER 2	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38	\$34.00
APPRAISER 3	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
ASSISTANT COOK	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
ASSISTANT MUSEUM DIRECTOR	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
ASSISTANT PLANNER	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
ASSOCIATE PLANNER	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
AUDITOR ACCOUNTING CLERK 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
AUDITOR ACCOUNTING CLERK 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
AUDITOR ACCOUNTING TECH 1	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14	\$29.57	\$31.05
AUDITOR/APPRAISER 1	\$18.80	\$19.75	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21
AUDITOR/APPRAISER 2	\$20.33	\$21.36	\$22.43	\$23.55	\$24.73	\$25.98	\$27.27	\$28.64	\$30.08	\$31.59
AUDITOR/APPRAISER 3	\$22.42	\$23.54	\$24.72	\$25.97	\$27.26	\$28.63	\$30.07	\$31.58	\$33.16	\$34.82
BH ADMINISTRATIVE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
BH ADMINISTRATIVE ASSISTANT 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
BH CASE MGMT SPECIALIST 1	\$22.15	\$23.28	\$24.43	\$25.66	\$26.95	\$28.30	\$29.72	\$31.22	\$32.78	\$34.43
BH CASE MGMT SPECIALIST 2	\$24.42	\$25.65	\$26.93	\$28.29	\$29.71	\$31.21	\$32.76	\$34.42	\$36.15	\$37.95
BH CASE MGMT SPECIALIST SR	\$26.69	\$28.05	\$29.45	\$30.92	\$32.48	\$34.10	\$35.81	\$37.61	\$39.50	\$41.47
BH CLINICAL RECORDS SPECIALIST	\$19.31	\$20.29	\$21.31	\$22.37	\$23.50	\$24.68	\$25.92	\$27.21	\$28.58	\$30.01
BH QUALITY ASSURANCE COORD	\$29.54	\$31.02	\$32.58	\$34.23	\$35.93	\$37.74	\$39.62	\$41.62	\$43.70	\$45.90
BH SITE COORDINATOR	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87	\$30.34	\$31.85
BH SUBSTANCE USE DISORDER COUNSELOR I	\$25.69	\$26.98	\$28.33	\$29.75	\$31.24	\$32.81	\$34.46	\$36.19	\$38.00	\$39.90
BH SUBSTANCE USE DISORDER COUNSELOR II	\$28.55	\$29.98	\$31.47	\$33.05	\$34.72	\$36.45	\$38.28	\$40.21	\$42.20	\$44.32
BH SUPERVISING SITE COORD	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
BH SUPPORT SERVICES COORD	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
BH SUPPORTIVE SERVICES TECH 1	\$17.26	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81
BH SUPPORTIVE SERVICES TECH 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
BH SYSTEMS ANALYST	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
BH THERAPIST 1	\$27.63	\$29.01	\$30.46	\$32.00	\$33.59	\$35.28	\$37.05	\$38.91	\$40.86	\$42.92
BH THERAPIST 2	\$30.44	\$31.98	\$33.56	\$35.26	\$37.03	\$38.88	\$40.84	\$42.89	\$45.04	\$47.30
BH THERAPIST SENIOR	\$33.61	\$35.30	\$37.07	\$38.93	\$40.88	\$42.94	\$45.09	\$47.35	\$49.71	\$52.21
BLDG & GRNDS MAINT TECHNICIAN	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98	\$33.58
BLDG & GRNDS MAINT WORKER 1	\$16.96	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31
BLDG & GRNDS MAINT WORKER 2	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62
BLDG & GRNDS MAINT WORKER 3	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98
BOOKMOBILE LIBRARY ASSISTANT	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
BRANCH LIBRARY ASSISTANT 1	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
BRANCH LIBRARY ASSISTANT 2	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
BUILDING INSPECTOR 1	\$21.35	\$22.42	\$23.55	\$24.74	\$25.98	\$27.30	\$28.66	\$30.09	\$31.60	\$33.19
BUILDING INSPECTOR 2	\$24.71	\$25.96	\$27.26	\$28.63	\$30.06	\$31.57	\$33.15	\$34.81	\$36.56	\$38.39
BUILDING PLANCHECK INSPECTOR	\$26.56	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27
BUILDING PLANS EXAMINER 1	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
BUILDING PLANS EXAMINER 2	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
CADASTRAL DRAFTING SPECIALST	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
CHILD SUPPORT ACCOUNTING SPEC	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
CHILD SUPPORT ASSISTANT I	\$16.85	\$17.70	\$18.58	\$19.51	\$20.49	\$21.51	\$22.59	\$23.71	\$24.90	\$26.15
CHILD SUPPORT ASSISTANT II	\$18.59	\$19.53	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87
CHILD SUPPORT ASSISTANT III	\$19.47	\$20.45	\$21.47	\$22.55	\$23.67	\$24.86	\$26.12	\$27.42	\$28.79	\$30.23
CHILD SUPPORT LEGAL CLERK I	\$17.45	\$18.32	\$19.24	\$20.19	\$21.21	\$22.27	\$23.38	\$24.55	\$25.78	\$27.06
CHILD SUPPORT LEGAL CLERK II	\$19.18	\$20.13	\$21.16	\$22.21	\$23.33	\$24.49	\$25.73	\$27.01	\$28.36	\$29.78
CHILD SUPPORT LEGAL CLERK III	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
CHILD SUPPORT SPECIALIST 1	\$19.53	\$20.50	\$21.54	\$22.61	\$23.75	\$24.93	\$26.19	\$27.51	\$28.87	\$30.34
CHILD SUPPORT SPECIALIST 2	\$21.01	\$22.06	\$23.16	\$24.33	\$25.55	\$26.83	\$28.17	\$29.58	\$31.08	\$32.63
CHILD SUPPORT SPECIALIST 3	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
CODE ENFORCEMENT OFFICER	\$26.82	\$28.16	\$29.57	\$31.05	\$32.62	\$34.26	\$35.97	\$37.77	\$39.65	\$41.65
COLLECTIONS OFFICER 1	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
COLLECTIONS OFFICER 2	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
COMMUNITY OUTREACH COORDINATOR	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
CUSTODIAN	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DA INVESTIGATIONS SPECIALIST	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09	\$35.80	\$37.60	\$39.49	\$41.46
DA INVESTIGATIVE ASSISTANT	\$21.38	\$22.45	\$23.57	\$24.75	\$26.00	\$27.32	\$28.68	\$30.13	\$31.63	\$33.21
DEPUTY CHILD SUP ATTORNEY 1	\$28.57	\$30.00	\$31.49	\$33.08	\$34.75	\$36.50	\$38.33	\$40.25	\$42.26	\$44.38
DEPUTY CHILD SUP ATTORNEY 2	\$31.52	\$33.10	\$34.77	\$36.52	\$38.35	\$40.27	\$42.28	\$44.40	\$46.63	\$48.97

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5
DEPUTY CLERK-RECORDER 1	\$17.20	\$18.07	\$18.98	\$19.94	\$20.95	\$22.01	\$23.12	\$24.27	\$25.49	\$26.77
DEPUTY CLERK-RECORDER 2	\$19.81	\$20.80	\$21.85	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77
DEPUTY DISTRICT ATTORNEY 1	\$37.29	\$39.16	\$41.12	\$43.17	\$45.33	\$47.59	\$49.97	\$52.47	\$55.10	\$57.85
DEPUTY DISTRICT ATTORNEY 2	\$41.51	\$43.59	\$45.76	\$48.05	\$50.46	\$52.98	\$55.63	\$58.41	\$61.33	\$64.40
DEPUTY DISTRICT ATTORNEY 3	\$46.22	\$48.53	\$50.95	\$53.50	\$56.18	\$58.99	\$61.94	\$65.03	\$68.29	\$71.70
DEPUTY PUB GUARD/CONSERVATOR 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DEPUTY PUB GUARD/CONSERVATOR 2	\$18.12	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14
DISTRICT ATTORNEY INVESTIGATOR	\$24.72	\$25.96	\$27.26	\$28.63	\$30.06	\$31.58	\$33.16	\$34.82	\$36.57	\$38.40
DRINKING DRIVER COORDINATOR	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
DRIVER 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
DRIVER 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
DRIVER 3	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
ELECTIONS COORDINATOR	\$26.16	\$27.49	\$28.85	\$30.32	\$31.84	\$33.44	\$35.13	\$36.89	\$38.74	\$40.69
ELECTIONS SERVICES ASSISTANT 1	\$17.20	\$18.07	\$18.98	\$19.94	\$20.95	\$22.01	\$23.12	\$24.27	\$25.49	\$26.77
ELECTIONS SERVICES ASSISTANT 2	\$19.81	\$20.80	\$21.85	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77
ELECTIONS SPECIALIST	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63
ELIGIBILITY SPECIALIST 1	\$16.96	\$17.81	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31
ELIGIBILITY SPECIALIST 2	\$18.70	\$19.63	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01
ELIGIBILITY SPECIALIST 3	\$20.62	\$21.65	\$22.73	\$23.86	\$25.06	\$26.31	\$27.62	\$29.01	\$30.45	\$31.98
EMPLOYMENT & TRAINING WORKER 1	\$19.20	\$20.15	\$21.18	\$22.23	\$23.35	\$24.51	\$25.75	\$27.03	\$28.39	\$29.82
EMPLOYMENT & TRAINING WORKER 2	\$21.16	\$22.21	\$23.33	\$24.49	\$25.73	\$27.01	\$28.37	\$29.80	\$31.28	\$32.86
EMPLOYMENT & TRAINING WORKER 3	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27	\$32.85	\$34.49	\$36.22
ENVIRONMENTAL HEALTH AIDE	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
ENVIRONMENTAL HEALTH SPEC 1	\$25.78	\$27.07	\$28.43	\$29.87	\$31.35	\$32.93	\$34.59	\$36.33	\$38.14	\$40.05
ENVIRONMENTAL HEALTH SPEC 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
ENVIRONMENTAL HEALTH SPEC 3	\$31.29	\$32.87	\$34.51	\$36.25	\$38.06	\$39.97	\$41.99	\$44.09	\$46.30	\$48.61
ENVIRONMENTAL HEALTH TECH 1	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
ENVIRONMENTAL HEALTH TECH 2	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
EPIDEMIOLOGIST	\$37.10	\$38.96	\$40.91	\$42.95	\$45.09	\$47.35	\$49.71	\$52.21	\$54.82	\$57.57
EXECUTIVE ASSISTANT-PLANNING	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
FAIR FISCAL COORDINATOR 1	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
FAIR FISCAL COORDINATOR 2	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
FAMILY VIOLENCE OFFICER	\$19.84	\$20.84	\$21.88	\$22.99	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85
FIELD SERVICES ASSISTANT	\$16.64	\$17.48	\$18.36	\$19.29	\$20.27	\$21.28	\$22.34	\$23.48	\$24.66	\$25.90
FISCAL & TECH SERVICES ASST 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
FISCAL & TECH SERVICES ASST 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
FISCAL & TECH SERVICES ASST 3	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
GEO INFO SYS (GIS) PLANNER 1	\$23.53	\$24.71	\$25.96	\$27.25	\$28.62	\$30.06	\$31.57	\$33.15	\$34.81	\$36.56
GEO INFO SYS (GIS) PLANNER 2	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
HAZ MAT SPECIALIST 1	\$25.78	\$27.07	\$28.43	\$29.87	\$31.35	\$32.93	\$34.59	\$36.33	\$38.14	\$40.05
HAZ MAT SPECIALIST 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
HAZ MAT SPECIALIST 3	\$31.29	\$32.87	\$34.51	\$36.25	\$38.06	\$39.97	\$41.99	\$44.09	\$46.30	\$48.61
HEAD COOK	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
HEALTH AIDE 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
HEALTH AIDE 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5
HEALTH EDUCATION COORDINATOR 1	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
HEALTH EDUCATION SPECIALIST	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
HIV SPECIALTY CLINIC THERAPIST	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
INFORMATION SYSTEMS TECHNICIAN	\$23.70	\$24.88	\$26.13	\$27.44	\$28.81	\$30.26	\$31.78	\$33.37	\$35.04	\$36.80
LEAD DEPUTY CLERK-RECORDER	\$22.94	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63
LEGAL SECRETARY	\$20.34	\$21.37	\$22.44	\$23.56	\$24.74	\$25.99	\$27.30	\$28.65	\$30.09	\$31.60
LEGAL SECRETARY - SENIOR	\$21.58	\$22.66	\$23.81	\$25.01	\$26.26	\$27.57	\$28.96	\$30.41	\$31.93	\$33.53
LEGAL SECRETARY - TRAINEE	\$18.44	\$19.38	\$20.35	\$21.37	\$22.45	\$23.57	\$24.76	\$26.00	\$27.31	\$28.67
LEGAL SERVICES ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
LEGAL SERVICES ASSISTANT 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
LIBRARIAN	\$22.83	\$23.98	\$25.19	\$26.45	\$27.78	\$29.17	\$30.64	\$32.18	\$33.79	\$35.49
LIBRARY AIDE	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
LIBRARY LITERACY CLERK	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
LIBRARY TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
LICENSED VOCATIONAL NURSE 1-BH	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
LICENSED VOCATIONAL NURSE 1-PH	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
LICENSED VOCATIONAL NURSE 2-BH	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
LICENSED VOCATIONAL NURSE 2-PH	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
LITERACY PROGRAM ASSISTANT 1	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20
LITERACY PROGRAM ASSISTANT 2	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
MANAGEMENT ANALYST 1	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
MANAGEMENT ANALYST 2	\$25.54	\$26.81	\$28.15	\$29.56	\$31.04	\$32.61	\$34.25	\$35.96	\$37.76	\$39.64
MENTORING COORDINATOR	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
MUSEUM REGISTRAR	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90
NATURAL RESOURCES ANALYST	\$22.42	\$23.54	\$24.72	\$25.97	\$27.26	\$28.63	\$30.07	\$31.58	\$33.16	\$34.82
NURSE PRACTITIONER	\$50.49	\$53.02	\$55.68	\$58.47	\$61.38	\$64.47	\$67.70	\$71.09	\$74.65	\$78.38
OFFICE ASSISTANT 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
OFFICE ASSISTANT 2	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94
OFFICE ASSISTANT 3	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29	\$29.71
OFFICE AUTOMATION ANALYST	\$24.09	\$25.29	\$26.56	\$27.89	\$29.28	\$30.76	\$32.31	\$33.92	\$35.62	\$37.40
OFFICE AUTOMATION SPECIALIST	\$19.84	\$20.84	\$21.88	\$22.99	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85
PARALEGAL 1	\$17.47	\$18.34	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15
PARALEGAL 2	\$19.26	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.15	\$28.52	\$29.96
PARALEGAL 3	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
PERMIT TECHNICIAN	\$17.89	\$18.79	\$19.74	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83
PHYSICIAN ASSISTANT	\$50.49	\$53.02	\$55.68	\$58.47	\$61.38	\$64.47	\$67.70	\$71.09	\$74.65	\$78.38
PLANNING TECHNICIAN	\$19.36	\$20.32	\$21.34	\$22.41	\$23.53	\$24.71	\$25.95	\$27.24	\$28.61	\$30.04
PREVENTION AIDE	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
PROG COMPL & TRAINING ANALYST	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
PROGRAMMER ANALYST	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66	\$37.45
PROJECT MANAGER	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33	\$45.51
PROPERTY TAX ASSESSMENT SPEC 1	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
PROPERTY TAX ASSESSMENT SPEC 2	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
PROPERTY TAX ASSESSMENT TECH	\$16.70	\$17.53	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90

Job Title	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
PSYCHIATRIC NURSE 1	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PSYCHIATRIC NURSE 2	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
PSYCHIATRIC TECHNICIAN	\$19.83	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82
PUBLIC HEALTH DATABASE ANALYST	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
PUBLIC HEALTH NURSE 1	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
PUBLIC HEALTH NURSE 2	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
PUBLIC HEALTH NURSE 3	\$35.21	\$36.98	\$38.84	\$40.79	\$42.83	\$44.99	\$47.23	\$49.60	\$52.09	\$54.70
QUALITY ASSURANCE COORDINATOR	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30	\$41.28
RECORDS MANAGEMENT TECH 1	\$16.50	\$17.33	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65
RECORDS MANAGEMENT TECH 2	\$18.20	\$19.11	\$20.07	\$21.08	\$22.14	\$23.25	\$24.42	\$25.65	\$26.94	\$28.29
REGISTERED DENTAL ASSISTANT 1	\$21.93	\$23.04	\$24.20	\$25.41	\$26.68	\$28.04	\$29.44	\$30.91	\$32.47	\$34.09
REGISTERED DENTAL ASSISTANT 2	\$23.03	\$24.19	\$25.40	\$26.67	\$28.02	\$29.43	\$30.90	\$32.46	\$34.08	\$35.79
REGISTERED NURSE 1 - BH	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
REGISTERED NURSE 1 - PH	\$28.40	\$29.84	\$31.32	\$32.90	\$34.56	\$36.29	\$38.11	\$40.02	\$42.03	\$44.14
REGISTERED NURSE 2 - BH	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
REGISTERED NURSE 2 - PH	\$31.81	\$33.40	\$35.08	\$36.84	\$38.68	\$40.62	\$42.65	\$44.80	\$47.04	\$49.41
SENIOR BUILDING INSPECTOR	\$25.31	\$26.57	\$27.91	\$29.30	\$30.78	\$32.32	\$33.94	\$35.64	\$37.43	\$39.30
SENIOR BUILDING PLNCHK INSP	\$29.20	\$30.68	\$32.21	\$33.82	\$35.52	\$37.30	\$39.17	\$41.14	\$43.20	\$45.36
SENIOR DISTRICT ATTORNEY INVST	\$27.23	\$28.60	\$30.03	\$31.55	\$33.13	\$34.79	\$36.54	\$38.37	\$40.30	\$42.32
SENIOR PERMIT TECHNICIAN	\$20.12	\$21.15	\$22.20	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27
SENIOR PLANNER	\$27.90	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42	\$39.29	\$41.27	\$43.33
SENIOR SOCIAL WORKER A	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22
SENIOR SOCIAL WORKER B	\$30.45	\$31.99	\$33.58	\$35.27	\$37.04	\$38.90	\$40.84	\$42.91	\$45.06	\$47.32
SITE MANAGER	\$19.02	\$19.97	\$20.97	\$22.03	\$23.13	\$24.30	\$25.52	\$26.81	\$28.14	\$29.57
SOCIAL SERVICES AIDE	\$17.15	\$18.01	\$18.93	\$19.88	\$20.87	\$21.91	\$23.02	\$24.18	\$25.39	\$26.66
SOCIAL WORKER 1	\$22.15	\$23.28	\$24.43	\$25.66	\$26.95	\$28.30	\$29.72	\$31.22	\$32.78	\$34.43
SOCIAL WORKER 2	\$24.42	\$25.65	\$26.93	\$28.29	\$29.71	\$31.21	\$32.76	\$34.42	\$36.15	\$37.95
SOCIAL WORKER 3	\$26.69	\$28.05	\$29.45	\$30.92	\$32.48	\$34.10	\$35.81	\$37.61	\$39.50	\$41.47
STAFF SERVICES ANALYST 1	\$23.81	\$24.99	\$26.25	\$27.57	\$28.96	\$30.41	\$31.95	\$33.54	\$35.22	\$36.99
STAFF SERVICES ANALYST 2	\$26.24	\$27.56	\$28.95	\$30.40	\$31.93	\$33.53	\$35.21	\$36.98	\$38.84	\$40.79
STAFF SERVICES SPECIALIST	\$22.97	\$24.13	\$25.33	\$26.60	\$27.93	\$29.32	\$30.80	\$32.35	\$33.98	\$35.68
SUBSTANCE USE DISORDER SPEC 1	\$21.27	\$22.33	\$23.47	\$24.65	\$25.89	\$27.18	\$28.55	\$29.98	\$31.47	\$33.06
SUBSTANCE USE DISORDER SPEC 2	\$23.47	\$24.65	\$25.89	\$27.18	\$28.55	\$29.98	\$31.47	\$33.06	\$34.73	\$36.46
TELECOMMUNICATIONS TECHNICIAN	\$24.08	\$25.30	\$26.56	\$27.91	\$29.29	\$30.77	\$32.31	\$33.93	\$35.63	\$37.42
TREAS/TAX COLLECTIONS OFFCR 1	\$20.83	\$21.87	\$22.98	\$24.14	\$25.34	\$26.62	\$27.95	\$29.35	\$30.82	\$32.38
TREAS/TAX COLLECTIONS OFFCR 2	\$22.96	\$24.10	\$25.32	\$26.58	\$27.92	\$29.31	\$30.79	\$32.33	\$33.96	\$35.66
TREASURER/TAX SPECIALIST 1	\$18.40	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56
TREASURER/TAX SPECIALIST 2	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98	\$31.48
TREASURER/TAX TECHNICIAN	\$19.32	\$20.29	\$21.31	\$22.38	\$23.49	\$24.67	\$25.90	\$27.20	\$28.56	\$29.98
VETERANS SERVICE REP 1	\$16.64	\$17.48	\$18.36	\$19.29	\$20.27	\$21.28	\$22.34	\$23.48	\$24.66	\$25.90
VETERANS SERVICE REP 2	\$18.34	\$19.27	\$20.24	\$21.25	\$22.31	\$23.45	\$24.62	\$25.86	\$27.17	\$28.52
VICTIM/WITNESS ADVOCATE	\$20.75	\$21.78	\$22.87	\$24.02	\$25.23	\$26.49	\$27.83	\$29.21	\$30.69	\$32.22
WELFARE FRAUD INVESTIGATOR 1	\$24.15	\$25.36	\$26.63	\$27.96	\$29.37	\$30.85	\$32.40	\$34.03	\$35.72	\$37.51
WELFARE FRAUD INVESTIGATOR 2	\$26.18	\$27.50	\$28.86	\$30.33	\$31.84	\$33.43	\$35.12	\$36.88	\$38.72	\$40.67

**County of Plumas
Pay Schedule**

**Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-9018
and adopted by the Board as of 06/10/2025 per Resolution Number 2025-XXXX**

OE3 MID-MANAGEMENT

Job Title	HOURLY RATE											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5	L6	L7
A&D PROG CLINICIAN/SUPERVISOR	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ALCOHOL & DRUG PROG CHIEF	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ALTERNATIVE SENTENCING MANAGER	\$30.66	\$32.19	\$33.80	\$35.50	\$37.28	\$39.14	\$41.11	\$43.16	\$45.33	\$47.61	\$49.99	\$52.49
ANIMAL CONTROL SUPERVISOR	\$27.16	\$28.52	\$29.94	\$31.44	\$33.01	\$34.66	\$36.39	\$38.23	\$40.15	\$42.16	\$44.27	\$46.48
ASSESSOR'S OFFICE MANAGER	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
ASSISTANT BUILDING OFFICIAL	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ASSISTANT COUNTY ASSESSOR	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
ASSISTANT DISTRICT ATTORNEY	\$63.69	\$66.87	\$70.21	\$73.72	\$77.41	\$81.28	\$85.35	\$89.62	\$94.09	\$98.79	\$103.73	\$108.92
ASSISTANT PLANNING DIRECTOR	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
ASST COUNTY CLERK-RECORDER	\$31.83	\$33.43	\$35.10	\$36.85	\$38.70	\$40.65	\$42.68	\$44.84	\$47.07	\$49.43	\$51.90	\$54.50
ASST DIR DEPT OF CHILD SUP SVC	\$39.13	\$41.09	\$43.14	\$45.30	\$47.56	\$49.94	\$52.44	\$55.06	\$57.81	\$60.70	\$63.74	\$66.93
ASST DIRECTOR OF PUBLIC HEALTH	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.90	\$60.81	\$63.88	\$67.06	\$70.41	\$73.93	\$77.63
ASST TREASURER/TAX COLLECTOR	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
BH ADMIN SERVICES OFFICER	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH AOD PROGRAM ADMIN	\$43.73	\$45.93	\$48.24	\$50.66	\$53.19	\$55.85	\$58.65	\$61.60	\$64.68	\$67.93	\$71.33	\$74.89
BH CONTINUING CARE COORDINATOR	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH QUAL IMPROVEMENT/COMPL MGR	\$43.73	\$45.93	\$48.24	\$50.66	\$53.19	\$55.85	\$58.65	\$61.60	\$64.68	\$67.93	\$71.33	\$74.89
BH UNIT SUPERVISOR	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BH UNIT SUPERVISOR-NURSING	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
BLDG/GRDS MAINT SUPERVISOR 1	\$24.22	\$25.43	\$26.70	\$28.03	\$29.45	\$30.92	\$32.47	\$34.08	\$35.79	\$37.61	\$39.49	\$41.47
BLDG/GRDS MAINT SUPERVISOR 2	\$25.43	\$26.70	\$28.03	\$29.45	\$30.92	\$32.47	\$34.08	\$35.79	\$37.61	\$39.49	\$41.46	\$43.54
BUILDING OFFICIAL	\$39.15	\$41.12	\$43.18	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.90	\$60.81	\$63.85	\$67.04
CHIEF APPRAISER	\$30.69	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.04	\$52.55
CHIEF CODE ENFORCEMENT OFFICER	\$34.17	\$35.89	\$37.70	\$39.58	\$41.56	\$43.64	\$45.83	\$48.13	\$50.53	\$53.06	\$55.71	\$58.50
CHIEF DEP PUB GRDN/CONSERVATOR	\$29.36	\$30.86	\$32.40	\$34.01	\$35.73	\$37.51	\$39.39	\$41.37	\$43.45	\$45.62	\$47.90	\$50.30
CHILDRENS SERVICES COORDINATOR	\$34.71	\$36.44	\$38.27	\$40.19	\$42.21	\$44.32	\$46.53	\$48.86	\$51.32	\$53.89	\$56.58	\$59.41
COMMUNITY CARE CASE MANAGER	\$21.19	\$22.26	\$23.38	\$24.54	\$25.80	\$27.08	\$28.45	\$29.87	\$31.37	\$32.96	\$34.61	\$36.34
DA ADMINISTRATOR/ASSISTANT PUBLIC ADMIN	\$25.27	\$26.54	\$27.86	\$29.26	\$30.72	\$32.25	\$33.88	\$35.59	\$37.38	\$39.25	\$41.21	\$43.27
DEPUTY AG COMM/SEALER OF WEIGHTS & MEASURE	\$34.25	\$35.97	\$37.76	\$39.66	\$41.64	\$43.73	\$45.91	\$48.21	\$50.63	\$53.16	\$55.82	\$58.61
DEP DIR/SOC SERV PROGRAM MGR	\$40.85	\$42.92	\$45.07	\$47.33	\$49.70	\$52.18	\$54.80	\$57.54	\$60.42	\$63.46	\$66.63	\$69.96
DEPARTMENT FISCAL OFFICER 1	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
DEPARTMENT FISCAL OFFICER 2	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.38	\$47.65
DIRECTOR OF NURSING - PH	\$47.49	\$49.87	\$52.38	\$54.99	\$57.74	\$60.63	\$63.68	\$66.87	\$70.21	\$73.73	\$77.42	\$81.29
DIV DIR VETERANS SVCS OFFICER	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.38	\$47.65
ELIGIBILITY SUPERVISOR	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
EMPLOYMENT & TRNG WKR SUP	\$31.36	\$32.95	\$34.58	\$36.32	\$38.15	\$40.06	\$42.06	\$44.17	\$46.39	\$48.72	\$51.16	\$53.71
FISCAL SUPPORT COORD	\$22.11	\$23.21	\$24.38	\$25.61	\$26.88	\$28.24	\$29.66	\$31.13	\$32.70	\$34.34	\$36.06	\$37.86

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	L1	L2	L3	L4	L5	L6	L7
GEO INFO SYSTEM (GIS) COORD	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.06	\$52.56	\$55.19
GRANT COMPLIANCE OFFICER	\$21.81	\$22.91	\$24.06	\$25.28	\$26.55	\$27.87	\$29.28	\$30.75	\$32.29	\$33.90	\$35.60	\$37.37
HEALTH EDUCATION COORDINATOR 2	\$30.69	\$32.22	\$33.85	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22	\$45.40	\$47.66	\$50.04	\$52.55
LIBRARY LITERACY PROGRAM COORD	\$21.25	\$22.32	\$23.44	\$24.62	\$25.84	\$27.14	\$28.49	\$29.92	\$31.42	\$32.98	\$34.63	\$36.36
MNTL HLTH SERVICES ACT COORD	\$34.71	\$36.44	\$38.27	\$40.19	\$42.21	\$44.32	\$46.53	\$48.86	\$51.32	\$53.89	\$56.58	\$59.41
OFFICE SUPERVISOR	\$22.50	\$23.62	\$24.82	\$26.06	\$27.38	\$28.73	\$30.17	\$31.68	\$33.27	\$34.92	\$36.67	\$38.51
PERMIT MANAGER	\$25.26	\$26.51	\$27.85	\$29.24	\$30.71	\$32.24	\$33.87	\$35.56	\$37.36	\$39.23	\$41.19	\$43.25
PH ADMIN SERVICES OFFICER	\$40.00	\$41.99	\$44.09	\$46.30	\$48.62	\$51.06	\$53.61	\$56.31	\$59.14	\$62.11	\$65.22	\$68.48
PROGRAM CHIEF-NURSING	\$35.53	\$37.31	\$39.18	\$41.15	\$43.21	\$45.39	\$47.65	\$50.05	\$52.55	\$55.18	\$57.94	\$60.84
PROGRAM MANAGER 1	\$36.97	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32
PROGRAM MANAGER 2	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32	\$66.48
PUBLIC HEALTH PROG DIV CHIEF	\$33.81	\$35.51	\$37.29	\$39.15	\$41.12	\$43.18	\$45.34	\$47.62	\$50.01	\$52.51	\$55.14	\$57.89
RECORDS MGMT COORDINATOR	\$21.82	\$22.92	\$24.07	\$25.28	\$26.55	\$27.88	\$29.28	\$30.75	\$32.29	\$33.91	\$35.61	\$37.39
SENIOR SERVICES DIVISION DIR.	\$25.88	\$27.18	\$28.56	\$29.98	\$31.48	\$33.07	\$34.73	\$36.47	\$38.29	\$40.22	\$42.23	\$44.34
SOCIAL SERVICES SUPERVISOR 1	\$32.04	\$33.65	\$35.35	\$37.13	\$39.00	\$40.95	\$43.00	\$45.14	\$47.41	\$49.79	\$52.28	\$54.89
SOCIAL SERVICES SUPERVISOR 2	\$36.97	\$38.83	\$40.78	\$42.82	\$44.97	\$47.23	\$49.60	\$52.09	\$54.68	\$57.43	\$60.30	\$63.32
STAFF SERVICES MANAGER	\$35.52	\$37.30	\$39.17	\$41.14	\$43.20	\$45.36	\$47.64	\$50.03	\$52.54	\$55.17	\$57.93	\$60.82
VICTIM/WITNESS COORDINATOR	\$30.66	\$32.19	\$33.80	\$35.50	\$37.28	\$39.14	\$41.11	\$43.16	\$45.33	\$47.61	\$49.99	\$52.49

County of Plumas
Pay Schedule

Effective as of 04/08/2025 per Board of Supervisors Resolution Number 2025-9013; revised as of 05/18/2025 per Resolution Number 2025-9018
and adopted by the Board as of 06/10/2025 per Resolution Number 2025-XXXX

PROBATION MID-MANAGEMENT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
DEPARTMENT FISCAL OFFICER 1	\$23.40	\$24.59	\$25.82	\$27.13	\$28.47	\$29.89	\$31.40	\$32.98	\$34.62	\$36.36
DEPARTMENT FISCAL OFFICER 2	\$25.80	\$27.09	\$28.45	\$29.87	\$31.38	\$32.96	\$34.60	\$36.34	\$38.16	\$40.07
SUPERVISING PROBATION OFFICER	\$27.78	\$29.17	\$30.64	\$32.17	\$33.79	\$35.49	\$37.26	\$39.14	\$41.10	\$43.15

**County of Plumas
Pay Schedule**

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PROBATION ASSC

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ADMINISTRATIVE ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
ADMINISTRATIVE ASSISTANT 2	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34
DEPUTY PROBATION OFFICER 1	\$20.12	\$21.15	\$22.20	\$23.32	\$24.48	\$25.72	\$27.00	\$28.36	\$29.79	\$31.27
DEPUTY PROBATION OFFICER 2	\$21.77	\$22.87	\$24.03	\$25.23	\$26.50	\$27.83	\$29.21	\$30.69	\$32.23	\$33.85
DEPUTY PROBATION OFFICER 3	\$24.00	\$25.20	\$26.47	\$27.78	\$29.17	\$30.63	\$32.16	\$33.77	\$35.46	\$37.24
DETENTION COORDINATOR	\$21.26	\$22.32	\$23.46	\$24.63	\$25.87	\$27.17	\$28.54	\$29.97	\$31.46	\$33.03
LEGAL SERVICES ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
LEGAL SERVICES ASSISTANT 2	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34	\$28.72
MANAGEMENT ANALYST 1	\$23.75	\$24.94	\$26.19	\$27.51	\$28.87	\$30.34	\$31.85	\$33.44	\$35.12	\$36.88
MANAGEMENT ANALYST 2	\$26.43	\$27.75	\$29.14	\$30.60	\$32.13	\$33.75	\$35.44	\$37.22	\$39.08	\$41.04
OFFICE ASSISTANT 1	\$16.79	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04
OFFICE ASSISTANT 2	\$17.62	\$18.51	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34
OFFICE ASSISTANT 3	\$19.42	\$20.41	\$21.42	\$22.49	\$23.63	\$24.79	\$26.04	\$27.34	\$28.72	\$30.15
PROB PROG COORD/ADMIN ASSIST	\$21.14	\$22.21	\$23.31	\$24.49	\$25.73	\$27.01	\$28.37	\$29.81	\$31.30	\$32.86
PROBATION ASSISTANT	\$16.95	\$17.80	\$18.69	\$19.62	\$20.61	\$21.63	\$22.73	\$23.87	\$25.07	\$26.32
PROBATION REPORT WRITER	\$20.20	\$21.21	\$22.28	\$23.39	\$24.58	\$25.81	\$27.10	\$28.46	\$29.88	\$31.39

**County of Plumas
Pay Schedule**

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SHERIFF EMPLOYEE ASSC

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASSISTANT PROGRAM MANAGER	\$19.03	\$19.99	\$20.99	\$22.04	\$23.15	\$24.30	\$25.52	\$26.80	\$28.14	\$29.57
CORRECTIONAL OFFICER 1	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
CORRECTIONAL OFFICER 2	\$25.10	\$26.36	\$27.68	\$29.08	\$30.54	\$32.08	\$33.68	\$35.38	\$37.14	\$39.01
CORRECTIONAL SERGEANT	\$27.84	\$29.22	\$30.70	\$32.23	\$33.86	\$35.54	\$37.32	\$39.19	\$41.16	\$43.22
CRIME ANALYST	\$21.42	\$22.50	\$23.63	\$24.80	\$26.06	\$27.37	\$28.74	\$30.18	\$31.69	\$33.28
DEP SHERIFF 2/COM EQUIP COORD	\$35.29	\$37.06	\$38.90	\$40.86	\$42.91	\$45.06	\$47.33	\$49.70	\$52.20	\$54.80
DEPUTY SHERIFF 1	\$25.82	\$27.12	\$28.49	\$29.92	\$31.42	\$32.99	\$34.64	\$36.37	\$38.20	\$40.10
DEPUTY SHERIFF 2	\$28.44	\$29.88	\$31.37	\$32.94	\$34.60	\$36.34	\$38.15	\$40.06	\$42.07	\$44.18
DEPUTY SHERIFF 2-ADVANCED	\$29.94	\$31.45	\$33.02	\$34.69	\$36.43	\$38.26	\$40.18	\$42.18	\$44.29	\$46.54
DEPUTY SHERIFF 2-INTERMEDIATE	\$29.30	\$30.77	\$32.32	\$33.94	\$35.63	\$37.43	\$39.31	\$41.28	\$43.34	\$45.52
SH INVSTG/CANNABIS CODE COMPL	\$34.49	\$36.23	\$38.03	\$39.94	\$41.94	\$44.05	\$46.26	\$48.59	\$51.01	\$53.57
SHERIFF DISPATCHER 1	\$22.78	\$23.91	\$25.11	\$26.37	\$27.69	\$29.09	\$30.54	\$32.07	\$33.69	\$35.37
SHERIFF DISPATCHER 2	\$24.32	\$25.54	\$26.83	\$28.16	\$29.58	\$31.07	\$32.62	\$34.26	\$35.98	\$37.78
SHERIFF DISPATCHER 2 - INTERMEDIATE	\$25.06	\$26.30	\$27.62	\$29.00	\$30.46	\$31.98	\$33.58	\$35.26	\$37.02	\$38.87
SHERIFF DISPATCHER 2 - ADVANCED	\$25.54	\$26.83	\$28.16	\$29.58	\$31.07	\$32.62	\$34.26	\$35.98	\$37.78	\$39.66
SHERIFF EMERGENCY SERVICES & TRAINING COORD.	\$27.88	\$29.28	\$30.73	\$32.29	\$33.91	\$35.62	\$37.40	\$39.28	\$41.24	\$43.31
SHERIFF INVESTIGATOR	\$30.59	\$32.12	\$33.76	\$35.45	\$37.22	\$39.10	\$41.06	\$43.13	\$45.29	\$47.56
SHERIFF INVESTIGATOR SERGEANT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90
SHERIFF INVESTIGATOR-ADVANCED	\$32.20	\$33.83	\$35.51	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02
SHERIFF INVESTIGATOR-INTERMED	\$31.52	\$33.10	\$34.77	\$36.52	\$38.35	\$40.27	\$42.28	\$44.40	\$46.63	\$48.97
SHERIFF SERGEANT	\$32.12	\$33.76	\$35.45	\$37.22	\$39.10	\$41.06	\$43.13	\$45.29	\$47.56	\$49.93
SHERIFF SERGEANT-ADVANCED	\$34.64	\$36.37	\$38.21	\$40.12	\$42.13	\$44.24	\$46.46	\$48.79	\$51.23	\$53.78
SHERIFF SERGEANT-INTERMEDIATE	\$33.89	\$35.59	\$37.38	\$39.26	\$41.23	\$43.30	\$45.46	\$47.74	\$50.14	\$52.64
SHERIFF SERVICES ASSISTANT 1	\$20.57	\$21.59	\$22.68	\$23.82	\$25.02	\$26.28	\$27.60	\$28.98	\$30.44	\$31.97
SHERIFF SERVICES ASSISTANT 2	\$22.67	\$23.81	\$25.01	\$26.27	\$27.59	\$28.97	\$30.43	\$31.96	\$33.56	\$35.24

**County of Plumas
Pay Schedule**

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SHERIFF EMPLOYEE ASSC MID-MGMT

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
ASST DIR OF EMERGENCY SERVICES	\$29.09	\$30.54	\$32.08	\$33.68	\$35.38	\$37.14	\$39.01	\$40.96	\$43.01	\$45.17
COMMUNICATIONS SUPER ADVANCED	\$29.41	\$30.90	\$32.45	\$34.07	\$35.77	\$37.57	\$39.46	\$41.42	\$43.50	\$45.68
COMMUNICATIONS SUPER INTERMED	\$28.85	\$30.30	\$31.82	\$33.42	\$35.08	\$36.84	\$38.70	\$40.64	\$42.67	\$44.81
COMMUNICATIONS SUPERVISOR	\$28.01	\$29.41	\$30.90	\$32.45	\$34.07	\$35.77	\$37.57	\$39.46	\$41.42	\$43.50
JAIL COMMANDER	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SH INV SGT/CODE COMPLIANCE SUP	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SHERIFF ADMIN SERGEANT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90
SHERIFF FISCAL OFFICER 1	\$28.68	\$30.11	\$31.62	\$33.19	\$34.87	\$36.62	\$38.47	\$40.39	\$42.41	\$44.53
SHERIFF FISCAL OFFICER 2	\$33.85	\$35.54	\$37.34	\$39.22	\$41.18	\$43.25	\$45.43	\$47.69	\$50.09	\$52.60
SHERIFF PATROL COMMANDER	\$40.09	\$42.12	\$44.23	\$46.45	\$48.77	\$51.20	\$53.78	\$56.48	\$59.32	\$62.29
SHERIFF'S OFFICE MANAGER	\$28.56	\$29.99	\$31.49	\$33.07	\$34.73	\$36.47	\$38.30	\$40.22	\$42.24	\$44.36
SHERIFF'S SPECIAL OPS SGT	\$37.30	\$39.17	\$41.14	\$43.19	\$45.35	\$47.63	\$50.02	\$52.51	\$55.14	\$57.90

County of Plumas
Pay Schedule

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UNDERSHERIFF

Job Title	HOURLY RATE									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	L1	L2	L3	L4	L5
UNDERSHERIFF	\$44.82	\$47.07	\$49.43	\$51.91	\$54.51	\$57.24	\$60.11	\$63.12	\$66.28	\$69.60

**RESOLUTION RATIFYING THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE COUNTY OF PLUMAS AND THE BARGAINING UNIT
OF INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL #3
MID-MANAGEMENT & SUPERVISORS UNIT**

WHEREAS, the negotiation team for the Board of Supervisors and the negotiation team for the Mid-Management & Supervisors represented by International Union of Operating Engineers Local #3 Mid-Management & Supervisors Unit have met and conferred in good faith and have reached a tentative agreement for a Memorandum of Understanding covering wages, hours and other terms and conditions of employment. The period covered under this tentative agreement is January 1, 2025 to December 31, 2026.

WHEREAS, the Board of Supervisors has reviewed and concurs with terms and conditions of the Memorandum of Understanding for the Mid-Management & Supervisors Unit.

NOW THEREFORE, BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

1. Board of Supervisors ratifies and accepts the Memorandum of Understanding for the Mid-Management & Supervisors Unit has been set forth in the copies of the Memorandum of Understanding attached to this Resolution as Exhibit A.
2. The County Auditor/Controller and Human Resources Director, are hereby directed to implement the provisions of these Memorandum of Understanding, and the Board Chair is authorized to execute the individual Memorandum of Understanding and any other documents related hereto in order to carry out this ratification.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 13th day of May 2025 by the following vote:

AYES: Supervisors: Goss, Engel, Hall, Ceresola, McGowan

NOES:

ABSENT:

ATTEST:



Allen L. Hiskey, Clerk of the Board



Kevin Goss Chair, Board of Supervisors

Approved as to form:



Joshua Breitbach, Attorney
County Counsel's Office

MEMORANDUM OF UNDERSTANDING

Between

County of Plumas

and

**International Union of
Operating Engineers, Local 3**

**MID-MANAGEMENT
& SUPERVISORS UNIT**

January 1, 2025 – December 31, 2026

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APPENDIX A: Mid-Management & Supervisors Unit Job Classifications

MID-MANAGEMENT & SUPERVISORS UNIT

MEMORANDUM OF UNDERSTANDING

Pursuant to the provisions of the Meyers-Milias-Brown Act Section 3500 et seq. of the Government Code of the State of California and the Rules and Regulations of the County of Plumas, hereinafter called "County", the following Memorandum of Understanding, hereinafter called "MOU", is established for those classifications in the Mid-Management & Supervisors, represented by International Union of Operating Engineers, Local 3, hereinafter called "Union".

This Memorandum of Understanding represents the good faith effort of both parties to reach agreement on matters of wages, hours and conditions of employment for employees in the Mid-Management & Supervisors Unit. It is understood that this agreement is not binding on the County until such time as it is ratified by the membership of the Union and adopted by the Plumas County Board of Supervisors.

1.00 GENERAL CONDITIONS

1.01 RECOGNITION

The County recognizes the Operating Engineers Union Local 3 as the exclusive representative for employees designated to Mid-Management & Supervisors Unit of County employees pursuant to Section 3510b of the California Government Code and the Rules and Regulations of Plumas County.

The classifications of County positions designated to the Mid-Management & Supervisors Unit are as shown in Appendix "A" of this Memorandum of Understanding.

1.02 MANAGEMENT RIGHTS

The County retains, solely and exclusively, all of its rights, powers and authority that it exercised or held prior to the execution of this Agreement, except as expressly limited by a specific provision of this Agreement. The County's management rights include, but are not limited to, the following:

1. To manage and direct its business and personnel;
2. To manage, control, and determine the mission of its departments, building facilities, and operations;
3. To create, change, combine or abolish jobs, departments and facilities in whole or in part;
4. To direct the work force;
5. To increase or decrease the size of the work force and determine the number of employees needed;
6. To hire, transfer, promote, layoff, and maintain the discipline and efficiency of its employees;

7. To establish work standards, schedules of operation and reasonable work load;
8. To specify or assign work requirements and require overtime;
9. To schedule work, working hours and shifts; to furlough employees for limited duration;
10. To adopt rules of conduct;
11. To determine the type and scope of work to be performed by County employees and the services to be provided;
12. To classify positions and determine the content and title of such classifications;
13. To determine the methods, processes, means, and places of providing services;
14. To take whatever action necessary to prepare for and operate in an emergency, including with respect to issues within the scope of the Union's representation as provided by the Meyer-Milias-Brown Act; and
15. To contract for services.

1.03 UNION SECURITY

The Union may post within the employee rest area a written notice which sets forth the classifications included within the representation unit referred to in this Memorandum of Understanding and the name and address of recognized organization. The Union agrees that it has a duty to provide fair and non-discriminatory representation to all employees in all classes of the units for which this Section is applicable.

1.04 MOU IMPLEMENTATION

An employee hired by the County subject to this Memorandum of Understanding may join the Union pursuant to the process provided by State law.

The Employee's earnings must be sufficient to cover the amount of the dues authorized. When an employee is in a non-pay status for an entire pay period, no withholding will be made to cover the pay period from future earnings. In the case of an employee who is in a non-pay status during only part of the pay period, and the salary is not sufficient to cover the full withholding, no deduction shall be made. In this connection, all other legal and required deductions (including health care deductions) have priority over Union dues.

1.05 PAYROLL DEDUCTIONS

The Union shall be provided payroll deduction for membership dues. The Union shall provide the Human Resources Department with a written authorization on a form approved by the County, signed by the employee in the unit authorizing the payroll deduction and setting forth the full amount to be deducted each month. The County Auditor will forward to the Union in a timely manner the dues collected each month from members in the unit authorizing such deduction.

The Union shall immediately notify the Human Resources of any changes or cancellations in the authorized deductions. The County shall not be liable to the Union, the employees or any other

party by reason of this section, for the remittance of payment of any sum other than the actual amount of deductions authorized to be withheld by payroll deduction. The Union agrees to indemnify and save the County harmless against any and all claims, demands, suits, orders, judgment or other forms of liability that may arise out of or by reason of action taken by employees or others under this section.

Operating Engineers Local Union No. 3 will maintain records of employees authorizations for dues deductions. Operating Engineers Local Union No. 3 will provide Plumas County with information regarding the amount of dues deductions and certify the list of Operating Engineers Local Union No. 3 employees who have authorized dues deductions. Plumas County will rely on the information provided by Operating Engineers Local Union No. 3 members and remit such dues for fees to Operating Engineers Local Union No. 3. Operating Engineers Local Union No. 3 will immediately notify Plumas County of any changes in the Members' dues deduction authorizations. Plumas County will direct all inquiries from employees about the Operating Engineers Local Union No. 3 membership or dues deductions to Operating Engineers Local Union No. 3.

1.06 USE OF COUNTY FACILITIES

With approval of the County, the Union may use certain County facilities, resources and supplies for non-political purposes as long as the County is reimbursed for the cost of any supplies or materials provided to the Union and provided that such use of supplies, resources or space does not interfere with the efficiency of the County operations. The Union agrees to pay the County upon demand from the County Auditor, cost of such benefits of supplies received and to pay for the costs of any damages that it causes to a County facility.

1.07 BULLETIN BOARDS

The Union shall be provided reasonable designated space on County bulletin boards which does not interfere with the County's official use of the bulletin boards. Union material on bulletin boards is to be maintained by the Union in an orderly manner and current.

All material posted shall 1) not be obscene, 2) shall not malign the County or its representatives and 3) shall not constitute harassment, discrimination or retaliation based on a legally protected status. The Human Resources Director or his/her designee reserves the right to remove any material posted in violation of this section if the Union refuses to remove the material on its own.

1.08 ACCESS TO EMPLOYEES

With prior notice to the County, the Union or its official representative(s) may have access to County employees during off duty time in the non-work areas of County facilities for the purpose of Union business.

AB 119 – NEW EMPLOYEE ORIENTATION

County of Plumas will allow Operating Engineers Local No. 3 Union (OE3) access to new employees at New Employee Orientations up to one (1) hour. A designated employee representative of OE3 shall be allowed access to new employee orientation if the OE3 Business Representative is not able to attend, upon prior notification to their respective department head(s). Reasonable release time (two (2) hours) will be granted to the OE3 designated employee representative to attend this orientation.

1.09 SALARY RANGE ADJUSTMENTS AND PERSONNEL RULE CHANGES

The County will give written notice to the Union prior to any salary range adjustment to any job classification in the bargaining unit. The County will give advanced notice to the Union of any proposed changes to the Personnel Rules which affect employees' wages, working hours, terms of employment and/or working conditions.

The County will offer to meet and confer on impact of any such proposals or change upon notification from the Union.

1.10 UNIT REPRESENTATIVES

The Union shall be allowed to designate up to four (4) employee members to serve as representatives in the "meet and confer", collective bargaining and negotiations process with the County. The Union shall provide the County, in writing, prior to the beginning of the meet and confer process, collective bargaining and negotiations the name, classification and department of each representative.

Designated employee representatives shall, upon prior notification to their respective department head(s), be granted reasonable release time from scheduled duties without loss of pay to meet the County representatives during the "meet and confer", collective bargaining and negotiations process. The County shall not be responsible for any travel, overtime or miscellaneous expenses resulting from the Union exercising this right.

1.11 LABOR MANAGEMENT RELATIONS COMMITTEE

Union stewards identified in writing by Operating Engineers shall be released up to three hours every three months to meet in a labor management committee with County management to discuss how to improve problem solving and County-Union labor management relations. The Committee may make recommendations to the County Administrative Officer.

1.12 INDIVIDUAL RIGHTS

Neither the County nor the Union shall interfere with, intimidate, coerce, restrain, or discriminate against an employee because of the exercise of his/her right to engage in or refrain from engaging in activities pursuant to Section 3500 et seq. of the California Government Code.

1.13 PROBATIONARY APPOINTMENT

- (a) New employees shall be hired on a probationary basis from an eligible list to a vacancy that the Board of Supervisors authorizes to be filled, other than by reemployment, transfer, demotion, or temporary assignment. The probationary appointment shall become a for cause appointment after the new employee successfully completes a probationary period. The initial probationary period for new employees is twelve (12) months of continuous and compensated service measured from the date of hire, also known as the anniversary date as provided in Section 1.14. A probationary employee is employed on an at-will basis and may be terminated without cause.
- (b) The probationary period for a for cause employee promoted to a higher-level classification shall be six (6) months of continuous and compensated service measured from the date of promotion, which becomes the employee's new anniversary date as provided in Section 1.14.
- (c) A for cause employee who is promoted, shall have the right to return to the employee's job classification and pay status prior to promotion if the employee fails the probationary period for the promotion.
- (d) Temporary employees hired as regular employees in the same classification they worked, with no break in County service, shall have their time worked in that classification counted towards their probationary period.

1.14 ANNIVERSARY DATE

The date of appointment to a particular classified position.

1.15 APPOINTMENT

The filling of a position in the County service by means of an appointing authority's offer of employment and acceptance of that offer by an applicant.

2.00 COMPENSATION

2.01 WAGES

Wages for all represented classifications shall be increased during the term of this Agreement as follows:

10.0% effective the first full pay period following Board ratification of this MOU.

In addition, each member of the bargaining unit will receive a non-recurring, one-time, lump sum payment in the amount of two thousand dollars (\$2,000.00) minus applicable payroll deductions. Employees currently on the payroll during the pay period in which the County issues these one-time, lump sum payment will receive one of the payments.

2.02 MERIT INCREASE

Advancement through Steps A through E depends on satisfactory performance at the prior step for the equivalent of twelve (12) months of full-time compensated and continuous service before advancement to the next higher step. However, an employee who is promoted shall be eligible for one (1) advancement to the next higher step after six (6) months of continuous and compensated service measured from the date of the promotional appointment. In such event the effective date of the merit advancement shall become the employee's new anniversary date as provided in Section 1.14.

Satisfactory performance is demonstrated by an appointing authority's completion of County's Personnel Action Form (PAF), based on performance evaluations conducted at least thirty (30) days prior to the employee's merit anniversary date.

The County shall maintain a standardized performance evaluation form and procedures for conducting employee performance evaluations.

When merit advancement is denied to an employee, the employee's performance shall be re-evaluated within ninety (90) days and, if the performance is satisfactory, the employee may be advanced to the next step effective the first pay period following the date of the re-evaluation report. If the employee's performance is not satisfactory in the re-evaluation the employee shall not be eligible for a merit increase until the next anniversary date.

2.03 LONGEVITY ADVANCEMENT

Employees will earn longevity pay, reportable to CalPERS as special compensation, beginning the first full pay period following Board ratification of this MOU, upon completing seven (7), ten (10), fourteen (14), eighteen (18), twenty-one (21), twenty-four (24) and twenty-seven (27) years of regular full-time continuous and compensated service measured from the date of hire. Each longevity increment constitutes a five percent (5%) ongoing increase calculated on the employee's current base wage. Longevity pay compounds. The maximum longevity pay constitutes a thirty-five percent (35%) ongoing increase calculated on the employee's current base wage upon completion of twenty-seven (27) years of continuous and compensation service.

3.00 HOURS OF WORK

3.01 OVERTIME PAY

Overtime shall be paid on the following basis:

Unit employees, except FLSA-exempt employees, shall be paid one and one-half (1-1/2) times the number of hours worked in excess of their normal workday or workweek.

A vacation day, paid holiday, or sick leave used, shall be counted in a regular workday or workweek for purposes of computing overtime.

3.02 COMPENSATORY TIME OFF

Compensatory Time Off (CTO) shall be permitted in-lieu of overtime pay for overtime work as set forth below:

- (a) In lieu of overtime pay, an employee may request and accrue compensatory time off, subject to limits stated in this rule, and calculated to be the equivalent value of overtime pay.
- (b) Payroll/payroll software shall keep/maintain records showing all compensatory time off accrued and used, so that the net balance of unused compensatory time off is known at all times. Such records shall substantiate the time cards maintained by the Auditor.
- (c) The compensatory time-off accrual cap is one hundred and twenty (120) hours. An employee may not request and the County may not authorize CTO accrual above the cap for any employee.
- (d) Compensatory time off shall be accrued and used as authorized by the department head as provided by applicable law.
- (e) Employees transferring to another County department have the option of fully cashing out their CTO Bank at the time they transfer to the new department
- (f) At the end of employment, the County will pay the employee the value of accrued compensatory time off. The value shall be based upon the employee's hourly wage at the date of termination.

3.03 ON-CALL PAY

On-call duty assigned by the department head shall be compensated as follows:

- (a) Employees who are required to be on call outside of normal working hours shall be eligible for on-call pay.
- (b) On-call employees shall be provided a “beeper” and will be expected to respond to service call within thirty (30) minutes.
- (c) Employees assigned on-call outside of normal duty hours shall be compensated by two (2) hours of pay at their regular pay rate for each full week day of on-call and three (3) hours of pay at their regular pay rate for each full Saturday, Sunday, or observed Holiday of on-call status.
- (d) Employees responding to a service call outside of normal duty hours shall be compensated at time and one half (1 ½) their normal pay rate. Compensation may be either in pay or CTO upon between the department head and the employee. This section shall apply to both overtime “exempt” and “non-exempt” employees.
- (e) Responding to a service call shall mean any call that requires the employee to respond away from the employees residence and any telephone call in excess of fifteen (15) minutes.

3.04 CALL-BACK PAY

An employee required to report for work on a non-work day or outside of the employee's regular hours on a workday once the employee has left the work site, shall receive callback pay. The minimum hours for each callback shall be two (2) overtime hours of compensation or the actual hours worked whichever results in the greater overtime hours. Callback time shall start when the employee is contacted to report to work and end at the work site when the assignment is concluded. A telephone response shall not be considered callback, but any telephone time may be overtime subject to the overtime provisions of this Memorandum of Understanding.

Employees responding to a callback assignment by use of their private vehicle may claim mileage under the County mileage reimbursement policy.

3.05 CALLBACK AND STANDBY DUTY:

A workday shall consist of twenty four (24) hours starting at midnight and ending at midnight. The regular workday hours shall be from 8 a.m. to 4:30 p.m., and the regular workweek shall be Monday through Friday.

An employee's regular workday or regular workweek may be rescheduled to any other period by giving the employee at least eight (8) hours' lead notice. The employee's regular workday may also be rescheduled if the employee is given less than eight (8) hours' notice, but that portion of the first rescheduled shift occurring before 8 a.m. shall be paid at the callback rate.

The work week shall be the seven (7) day period commencing Monday morning at 12:01 a.m.,

and the permanent employee shall be entitled to a minimum of forty (40) hours of regular time pay during each week.

- (a). **Call-Backs:** When an employee is ordered back to work and the required emergency work is to be commenced within eight (8) hours of the order, the employee shall be paid at one and one-half (1-1/2) times his/her normal rate of pay for a minimum of two (2) hours while on call-back. If the employee has put in less than eight (8) consecutive hours immediately prior to 8 a.m., he/she shall receive his/her regular rate of pay for any hours worked after 8 a.m. during the regular workday. If he/she has worked in excess of eight (8) hours while on call-back and is required to continue working, he/she shall receive one and one-half (1-1/2) times his/her normal rate of pay until he/she is finished with the work or is relieved by another employee.
- (b). **Standby Duty:** Standby duty shall be performed by an employee during any non-regular working hours as required and ordered by the foreman or lead person. The employee so ordered to standby duty shall be paid according to the following schedule:
 - 1. For the fifteen and one-half hours (15 ½) immediately following any regular workday, except Friday, the employee shall receive one and one-half (1-1/2) times his/her regular rate of pay for the first five (5) hours of standby duty, and no additional compensation shall be allowed for the remaining ten and one-half (10 ½) hours of standby duty.
 - 2. When on standby duty during the same period for less than one half (1/2) of the above mentioned fifteen and one-half hours (15 ½), the employee shall receive one and one-half (1-1/2) times his/her regular rate of pay for the first three (3) hours of standby duty, and no additional compensation shall be allowed for the remainder of the standby shift.
 - 3. For the thirty-one and one-half (31 ½) hours between 4:30 p.m. Friday and midnight Saturday, the employee shall receive one and one-half (1-1/2) times his/her regular rate of pay for the first seven (7) hours of standby duty, and no additional compensation shall be allowed for the remaining twenty-four and one-half (24 ½) hours of standby duty.
 - 4. For the thirty-two (32) hours between midnight Saturday and 8 a.m. Monday, the employee shall receive one and one-half (1-1/2) times his/her regular rate of pay for the first seven (7) hours of standby duty, and no additional compensation shall be allowed for the remaining twenty-five (25) hours of standby duty.

5. When on standby duty during the same period for less than one half (1/2) of either of the above-mentioned hours (31-1/2 and 32), the employee shall receive one and one-half (1-1/2) times his/her regular rate of pay for the first five (5) hours of standby duty, and no additional compensation shall be allowed for the remainder of the standby shift.
6. One (1) employee may perform the standby duty for a full weekend.

3.06 SHIFT DIFFERENTIAL PAY

Employees assigned a shift with the majority of hours occurring between 6 p.m. and 6 a.m. shall receive an additional thirty five cents (\$.35) per hour shift differential pay.

3.07 BILINGUAL PAY DIFFERENTIAL

Employees identified by the Human Resources Director that have been assigned duties involving regular use of bilingual skills, a stipend of seventy dollars (\$70.00) shall be provided for twenty-four (24) of the twenty-six (26) pay periods. Bilingual pay differential shall cease when the position is determined by the Human Resource Director to no longer require the bilingual skills.

3.08 FLEX TIME

At the department head's discretion, departmental employees may be authorized to work a flexibly scheduled workday using a core (mandatory) time between 10 a.m. and 3 p.m. per day with remaining work hours scheduled outside the core time.

3.09 FOUR DAY WORK WEEK

Upon board authorization, and with the agreement of affected employees, a department head may schedule an employee's workweek into four-ten (4/10) hour days. The department shall provide ten (10) days' notice before beginning "four ten" workweek schedule, unless the employee agrees to a shorter notice period. For this purpose "workday" is defined as ten hours instead of eight (8) hours; merit advancements shall be applicable so that eligibility for salary step increases is determined on a calendar day basis. If a department head determines that a return to the standard workweek would serve departmental and/or county needs, the alternate "four ten" workweek shall be terminated with no less than ten (10) working days' notice.

3.10 4-10'S SHIFT

For the purpose of Facility Services employees working the four-ten's (4-10's) shift during the summer months, workdays shall be changed to hours so that vacation and holiday accrual will be on an hourly basis rather than on a daily basis and, therefore, there shall be no problem of interpretation of "a working day."

3.11 REST PERIODS

Unless precluded by operational necessity of an imminent nature, employees shall be afforded a fifteen (15) minute duty free rest period during each four (4) hours or one half (1/2) of the regular eight (8) or ten (10) hour work day, whichever is greater.

3.12 WORK SCHEDULE

All full time employees shall enjoy a regular work schedule that includes two (2) consecutive days off. Exceptions shall be on a limited basis and based upon workplace necessity.

(a) When a County-recognized paid holiday occurs during a regular scheduled shift, employees working the night shift will not be subject to a split-shift in the event that the shift hours cannot be changed so that the shift is completed prior to twelve o'clock midnight. These employees shall finish their regular shift at straight time and will begin their holiday at the end of that shift.

4.00 BENEFITS

4.01 HEALTH INSURANCE

Active Employee Health Plan

Employees are eligible to receive medical insurance through the Operating Engineers Local #3 plan. Plan B is used as the benchmark for the Affordable Care Act low wage earners calculation.

- (a) Effective November 1, 2022, the County shall contribute 85% of the dollar amount for OE3 medical insurance, vision, dental and life benefits.
- (b) Each employee may select Plan A, Plan B, Plan C or Plan D from the Operating Engineers Health and Welfare Plan so long as the selected plan complies with the Affordable Care Act.
- (c) Effective the first full pay period following Board adoption of this MOU, employees who opt-out of Plumas County offered health Insurance shall receive Three Hundred (\$300.00) dollars every month.

Retiree Employee Health Plan:

An employee who retires from Plumas County, who is covered under a Union health insurance plan for themselves and any eligible dependents, may continue to be covered under the plan by advancing to the County Auditor, the full premium amount each month preceding the month of coverage, under rules and procedures established by the Auditor.

For employees retiring in good standing under the above stated conditions, who have fifteen (15) years of continuous service with Plumas County, the County shall contribute an amount equal to twenty five percent (25%) of the Union's health premium contribution for an active employee, or fifty percent (50%) after twenty-five (25) years of continuous service, until the employee reaches

age sixty five (65).

Employees, upon retirement in good standing under the conditions stated above, may choose to convert unused sick leave accumulation to prepaid health premiums under the conditions stated below. Employees who choose this option may not utilize any portion of sick leave accrual designated for prepaid health premiums for any other retirement or cash option. The County Auditor shall establish reasonable rules and procedures for the administration of this program. Any balance in accounts shall not be refundable in the event of death of the retiree and their surviving dependent.

Prepaid Health Plan/Sick Leave Conversion Option

Years of Continuous Service	Percent of Sick Leave Value
0 - 5	25%
5 - 10	50%
10 - 15	75%
15 or more	100%

Conversion rates to be based on employee rate of pay at retirement. Retirees eligible for the basic twenty-five per cent (25%) or fifty per cent (50%) of the County-paid premium for active employees may convert accrued sick leave in an amount not to exceed a combined value of one hundred per cent (100%) premium for themselves or surviving spouse.

4.02 RETIREMENT

Retirement benefits are provided through the County's 2.0% at 55 benefit plan contract with the California Public Employees Retirement System (PERS) for classic miscellaneous members and 2.0% at 50 for classic safety members. New miscellaneous members receive the PERS 2.0% at age 62 benefit plan and new safety members receive the PERS 2.7% at age 57 benefit plan, both of which are administered under the Public Employees' Pension Reform Act (PEPRA) of 2013.

Classic miscellaneous members shall pay the 7.0% employee pension contribution. Classic safety members shall pay the 9.0% employee pension contribution. New members shall pay 50% of the normal cost as their pension contribution as required by PEPRA. Employees pay these amounts on a pre-tax basis to the extent allowed by law.

The County has amended its contract covering classic miscellaneous employees of the County to allow for the highest single year as the basis for application of the 2.0% @ 55 retirement formula with PERS.

4.03 STATE DISABILITY INSURANCE

The State Disability Insurance (SDI) plan shall be integrated with County sick leave to prevent compensation duplication during leave and to allow an employee to receive up to full pay by the combination of benefits. An employee who receives more than one hundred-percent (100%) of

their wages while receiving SDI and sick leave will pay the amount in-excess of one hundred percent (100%) of their wages to the County.

The premium cost of SDI will be paid by the employee through payroll deduction in a manner acceptable to the County Auditor.

4.04 BENEFIT PRORATION

Regular employees regularly assigned less than forty (40) hours per week, as set out in the approved County budget, shall be eligible for benefits offered to full time regular employees prorated on the basis of percentage of time regularly assigned. Provided, however, when contract provisions with benefit carriers (i.e. PERS, health, etc.) require a minimum work schedule to participate, the part time employee shall not be eligible for the pro rata benefit. The County may establish implementation procedures to insure uniform application of this section.

5.00 LEAVES

5.01 SICK LEAVE

Sick leave is a benefit granted to regular employees who are probationary or for cause. Sick leave shall be granted subject to the following terms:

- (a) An employee shall accrue sick leave at the rate of one and one quarter (1-1/4) working days per month.
- (b) An appointing authority shall approve sick leave only after ascertaining that the absence was due to illness or unfitness for work for medical reasons, and a doctor's certificate may be required.
- (c) An employee hired or rehired on or after July 1, 2010 shall have a maximum sick leave accrual of 500 hours.

5.02 SICK LEAVE PAYOFF

The County will cash-out an employee's accrued sick leave upon the employee's death, retirement, lay-off or resignation while in good-standing with the County as follows for those hired and employed on and before December 31, 2024:

10 to 14 years of continuous service = thirty-five percent (35%) of accrued sick leave.

15 to 19 years of continuous service = forty percent (40%) of accrued sick leave.

20 or more years of continuous service = fifty percent (50%) of accrued sick leave.

For those hired and employed on and after January 1, 2025:

15 years of continuous service = thirty-five percent (35%) of accrued sick leave.

16 to 19 years of continuous service = forty percent (40%) of accrued sick leave.

20 or more years of continuous service = fifty percent (50%) of accrued sick leave.

The value of the accrued sick leave shall be based upon the employee's hourly wage at the end of employment.

5.03 FAMILY INJURIES AND ILLNESSES

In the event of injury or illness in the employee's family, permanent or probationary employee shall be allowed up to ten (10) days of leave per year measured from the anniversary date, which shall be chargeable to sick leave. The attending doctor's statement shall be sufficient proof of such illness or injury, if required by the appointing authority.

5.04 FAMILY MEDICAL LEAVE ACT (FMLA)

Family Medical Leave Act (FMLA) leave will be granted as provided by law.

5.05 UNPAID LEAVES OF ABSENCES

An employee who seeks to be absent from work for reasons that are not addressed by an applicable Federal and/or State leave law must request an unpaid leave of absence in accordance with the following:

- (a) Unpaid leaves of absence lasting fourteen (14) calendar days or less must be approved in advance in writing by the Department Head. Unpaid leaves of absence greater than fourteen (14) calendar days must be approved in advance in writing by the County Administrator and the Department Head.
- (b) A request for medical leave under the provisions of this section requires medical verification by the employee's medical provider and must be provided in writing to the employee's Department Head.
- (c) The County will not contribute to the health insurance premium. During the unpaid leave of absence, the employee will pay the full premium to the group health insurance plan. The payment schedule shall be determined by the County's Human Resources Department.
- (d) The County reserves the right to deny an unpaid leave of absence and to deny the extension of such a leave.

- (e) An employee granted an unpaid leave of absence will be expected to return to his/her normal assigned duties upon the expiration of the leave unless a legal process requires a different result. An employee on an unpaid leave of absence is subject to layoff to the same extent as when at work in regular service.

5.06 WORKERS' COMPENSATION LEAVE

A Workers' Compensation leave of absence may be granted, by the Board of Supervisors to employees who are on authorized workers' compensation status due to industrial illness or injury as provided by state law. The employee will be required to supplement temporary disability payments with accrued paid leave to an amount whereby the combined amounts are equivalent to full pay. When all accrued paid leaves are exhausted the County will continue to pay the County's share of the employee's health insurance premium up to one (1) year, from the date of the injury, during the remaining temporary disability payment period and only if the employee pays his/her share of the premium in a timely manner as prescribed by the County. An employee on workers' compensation leave may be terminated as provided by state law, including participation in vocational rehabilitation or retirement.

5.07 FAMILY DEATHS

When a for cause or probationary employee is absent due to a death in the family, the employee shall receive up to five (5) days paid leave on the following conditions:

- (a) An appointing authority can request documentation of the death, you are required to provide it. However, you are not required to provide such documentation before you begin your leave. Instead, you must provide this documentation within 30 days of the first day of your bereavement leave. This documentation may be in the form of a death certificate, obituary, or written verification of death, burial, or memorial service from mortuary, funeral home, burial society, crematorium, religious institution, or government agency.
- (b) The appointing authority has ascertained that the absence is reasonably related to a death in the employee's family. Family is defined as spouse, child, mother, father, brother, sister, grandparent, grandchild and those family relationships recognized by law such as in-law, half, step, adopted and foster family members. Appointing authorities may allow bereavement leave to be taken upon the death of another person with whom you have a relationship.
(Defined in Government Code 12945.2)

5.08 VACATION

Paid vacation is exclusively a benefit for regular probationary and for cause employees. Vacation shall be granted on the following terms and "days" shall refer to eight (8) hour workdays.

- (a) Accrual shall be computed from the date of hire:

1. During the first (1st) through second (2nd) year of compensated and continuous service, an employee shall accrue ten (10) days of vacation.
2. During the third (3rd) through seventh (7th) year of compensated and continuous service, an employee shall accrue fifteen (15) days of vacation.
3. During the eighth (8th) year of compensated and continuous service, and each year thereafter, an employee shall accrue twenty-one (21) days of vacation per year.
4. In any accounting period the County will first accrue vacation earned to the employee's record before charging vacation taken.

(b) The balance of accrued unused vacation leave for any employee shall be limited to three hundred thirty-six (336) hours. No vacation will be earned when the maximum vacation accrual is reached except as provided for in this section.

(c) In the event an employee was prevented from taking a scheduled vacation, due to a County need, which results in the employee exceeding the accrual limit the employee will continue to earn vacation in excess of the maximum limit for a period no longer than six (6) months. During the extension time the employee and the department management will cooperate in developing a vacation use schedule to bring the employees vacation accrual balance at or below the maximum allowed accrual.

(d) Reasons to extend a vacation accrual limit may include but not be limited to the following.

1. The employee was required to work as a result of an operational need or an emergency.
2. The employee was assigned to work of a priority or critical nature over an extended period of time.
3. The employee was absent on full salary for compensable injury pursuant to Section 5.06 of this Agreement.
4. The employee was on jury duty.
5. The employee was prevented by the department head or designee from utilizing accrued vacation.

(e) Vacation leave shall be taken with the prior approval of the appointing authority, provided that there shall be a reasonable basis for denial of an employee's request for leave.

Appointing authorities shall be responsible for ensuring that employees have the opportunity to take vacation leave each year. Except in case of emergency no employee shall be denied the opportunity to take off each year two thirds (2/3) of the employee's annual vacation accrual, nor denied the opportunity to take off at least five (5) consecutive days each year.

If an employee's vacation accumulation will exceed the vacation cap at any time the department head or designee has the right to order the employee to take vacation.

- (f) The Department Head will define a thirty (30) day window period each calendar year at which time employees may bid for their first choice preference of continuous block of vacation time. When two (2) or more employees on the same shift (if applicable) in a work unit (as defined by each department head or designee) request the same vacation time and approval cannot be given to all employees requesting it, employees shall be granted their preferred vacation period in order of seniority (defined as total months of County service in the classification in the department). When two or more employees have the same amount of classification seniority, departmental seniority will be used to break the tie.
- (g) Each department head or designee will make every effort to act on vacation requests in a timely manner.
- (h) Vacations will be canceled only when operational needs require it.
- (i) Upon death, retirement, layoff, or resignation, an employee or said employee's estate shall be paid one hundred percent of the value of any accrued vacation leave. The value of the accrued vacation leave shall be based upon the employee's hourly wage at the end of employment.
- (j) Employees represented by this bargaining unit will be allowed to sell back to the County, up to forty (40) hours of vacation per calendar year provided, however, they have used forty (40) hours during that calendar year and there must be a remaining balance after the hours have been sold back to the County of at least eighty (80) hours. Beginning in December of 2025, employees' vacation cash-out elections will occur in the year to comply with Federal I.R.S. requirements.

5.09 HOLIDAYS

The following holidays are recognized holidays. On such holidays employees shall be entitled to time off with regular pay at a rate of eight (8) hours per holiday: An employee working a regular schedule different from eight hours (8) per day may supplement holiday hours with vacation or Compensatory Time Off to make a full day. Holiday pay is prorated for employees working less than a 1.0 Full time equivalent.

January 1, New Year's Day

The third Monday in January, Dr. Martin Luther King, Jr. Day

February 12, Lincoln's birthday;

The third Monday in February, Presidents' Day;

The last Monday in May, legal observance of Memorial Day;

June 19, Juneteenth;

July 4, Independence Day;

The first Monday in September, Labor Day;

The second Monday in October, Columbus Day;

November 11, Veterans' Day

The day in November that is the legal observance of Thanksgiving.

The day in November following Thanksgiving;

December 24, Christmas Eve

December 25, Christmas Day; and

Three (3) floating holidays to be approved in advance by the Department Head.

If January 1, February 12, July 4, November 11, or December 25 falls upon a Sunday, the Monday following shall be a holiday; if such foregoing date falls upon a Saturday, the preceding Friday shall be a holiday.

When December 24 falls on a Saturday or Sunday, the preceding Friday shall be designated as the Christmas Eve holiday, and when December 24 falls on a Friday, the preceding Thursday shall be the holiday.

5.10 DISABILITY LEAVE

An employee who has become temporarily disabled, for any reason, shall have the right to disability leave not to exceed four (4) months inclusive in the Family Medical Leave Act provisions of this agreement, or until a doctor certifies fitness to return to work, whichever is sooner. Such leave shall be without compensation or accrual of benefits or seniority. Accrued sick leave benefits must be used prior to the effective date of disability leave. If the employee has been covered by County paid health insurance prior to the effective date of disability leave, the employee shall have the right to continue such insurance at the employee's own expense.

Safety members of the County's retirement plan may receive industrial disability leave on the terms and conditions required by California Labor Code Section 4850.

When disability leave is used up, and reliable medical evidence shows that the employee is still medically or physically unfit for his or her position, then:

- (a) The County shall submit an application for disability retirement for the employee under Government Code Section 21023.5, unless the employee elects otherwise; or
- (b) The employee may apply for and be granted a general leave of absence if the medical evidence shows a likelihood of fitness to return to work in the position within a reasonable period of time; or
- (c) The employee shall be terminated from employment after receiving notice and an employee so terminated shall have the right to appeal.

5.11 PREGNANCY DISABILITY LEAVE

Pregnancy disability leave shall be granted as provided by law.

5.12 JURY AND WITNESS LEAVE

Any employee who is called for jury duty or subpoenaed to appear as a witness, other than as an expert witness or party to the action, shall receive paid leave for such purpose on the terms that follow:

- (a) The employee shall receive paid leave provided that any witness fees or jury fees are assigned to the County Auditor.
- (b) If called as a witness in litigation in which the County is a party, or to testify in an official capacity as a county employee, the employee shall receive paid leave and an allowance for any necessary travel, provided that any witness fees are assigned to the County Auditor.

5.13 MILITARY LEAVE

Military Leave shall be granted as provided by law.

6.00 GRIEVANCE AND APPEAL PROCEDURE

6.01 GRIEVANCE PROCEDURE

Definitions

"Grievance." A grievance is a claimed violation, misinterpretation or misapplication of a specific provision of this document or of the provisions of the County Personnel Code or other County policies relating to issues within the scope of bargaining. Except as specifically provided otherwise, grievances regarding the County Personnel Rules or County policies may be advanced only through Formal Step Three (3) of this procedure.

A grievance shall not include any matter for which a separate administrative appeal process is available including but not limited to claims of discrimination, on the job illness or injury (workers' compensation) and unemployment claims.

Grievances relating to disciplinary actions and medical terminations or demotions shall be subject to the appeal process provided herein.

"Grievant." A grievant is an employee in the unit at the time of the alleged violation. The Union may act as a grievant in its own behalf or in behalf of one or more employees adversely affected provided that the affected employees and circumstances are identified in sufficient detail for management to respond.

"Day." As used within this Article, "day" shall be construed to mean calendar day, excluding recognized County holidays, unless otherwise specifically stated.

Procedure

There shall be an earnest effort on the part of both parties to settle grievances promptly through the steps listed as follows:

STEP ONE (1): An employee's grievance must be submitted to his/her first line supervisor or management representative immediately in charge of the aggrieved employee within fifteen (15) calendar days after the event giving rise to the grievance. The supervisor or management representative will give his/her answer to the employee by the end of the fifth (5th) calendar day following the presentation of the grievance and the giving of such answer will terminate "Step One".

STEP TWO (2): If the grievance is not settled in "Step One", the grievance will be reduced to writing by the employee, fully stating the facts surrounding the grievance and detailing the specific provisions of this Memorandum of Understanding alleged to have been violated, signed and dated by the employee and presented to the supervisor or his/her designee within seven (7) working days after termination of "Step One". A meeting with the representative and supervisor or his/her designee will be arranged at a mutually agreeable location and time to review and discuss the grievance. Such meeting will take place within seven (7) calendar days from the date the grievance is received by the supervisor or his/her designee. The supervisor or his/her designee may invite other members of management to be present at such meeting. The supervisor or his/her designee will give a written reply by the end of the seventh calendar day following the date of the meeting, and the giving of such reply will terminate "Step Two".

Should there be intermediate layers in the chain of command, Step Two 2 may be repeated for each layer of supervision in the chain of command before advancing to Step Three (3).

STEP THREE (3): If the grievance is not settled in "Step Two" the Union Representative (or the employee if not represented by the Union, the Employee Representative) and the Management Representative shall, within seven (7) calendar days after the termination of "Step Two", arrange a meeting to be held at a mutually agreeable location and time to review and discuss the grievance. Such meeting will take place within fourteen (14) calendar days from the date the

grievance is referred to "Step Three". A decision shall be rendered within seven (7) calendar days from the date of such meeting.

Time limits as set forth may be extended by mutual agreement between the parties, but neither side shall be required to so agree.

If the County fails to respond to the grievant within the time period contained above, the grievance will be advanced to the next step in the procedure.

The decision of the Department Head may be appealed to the designated hearing officer pursuant to Section 6.02.

6.02 APPEAL POLICY

The County hereby establishes a personnel action appeals procedure in order to have an impartial hearing on disputed personnel actions which have been appealed on the basis of the following rules: Personnel Rule 4.03 (Discrimination); Personnel Rule 11.05 (Medical Examination); 16.02 (Disciplinary Action); and Section 6.0 (Grievance) of this document.

6.03 REQUESTS FOR APPEAL

When a person has a right to appeal under these rules, the person may submit to County Counsel a written request for appeal to the Board. The request for appeal must be submitted within fourteen (14) days from the date that the person received notification of the right to appeal the appointing authority's final decision.

Upon receiving a request for an appeal, the appointing authority shall be notified by the County Counsel. The County Counsel shall schedule a hearing on the appeal at the earliest time that is mutually convenient for the interested parties (county and appellant), their representatives, if any, and the assigned hearing officer.

6.04 ADMINISTRATIVE LAW JUDGE

The Administrative Law Judge shall be assigned by the California Office of Administrative Hearings.

The cost of the Administrative Law Judge shall be shared equally between the County and Union or the County and the appellant if the Union is not representing the appellant.

6.05 CONDUCT OF THE HEARING

The County Counsel shall be responsible for scheduling and notification as to the time and place of the hearing, and of notifying the Administrative Law Judge of the nature of the proceeding.

Unless otherwise stipulated, the hearing shall be closed to the public and conducted in an informal manner under the direction and authority of the Administrative Law Judge pursuant to the California Administrative Procedures Act.

County employees called as witnesses shall serve without loss of pay in accordance with Section 5.12.

Unless there is a pre-agreement to share the cost of a record by the parties, an interested party may tape record the hearing or arrange at its own cost the services of a court reporter. Should an Administrative Law Judge require a record of the hearing; the parties shall share the cost equally. Any such record of the hearing shall become a record of the proceedings for purposes of any future judicial review.

An Administrative Law Judge's decision may not alter any provisions of this Memorandum of Understanding, any County ordinance or resolution or initiative passed by the people of Plumas County or any State or Federal law or regulation

6.06 FINAL DECISION

Within forty-five (45) calendar days of the conclusion of the hearing, unless waived by the parties, the Administrative Law Judge shall prepare the record of the hearing and shall submit a written decision of findings of fact, rulings of law, and final disposition. Copies shall be sent to the interested parties. The Administrative Law Judge's ruling shall be submitted to the Board of Supervisors for final adjudication as provided in the California Administrative Procedures Act.

7.00 MISCELLANEOUS

7.01 TOOL ALLOWANCE

In January of each year, classifications currently receiving a tool allowance will receive six hundred-fifty dollars (\$650.00) per year. Expanded eligibility for tool allowance beyond the current classifications receiving tool allowance shall be mutually agreed upon between the Union and the County.

7.02 CLOTHING

- (a) Building and Grounds employees in the classifications of Maintenance Worker I/II shall provide their own rubber boots, shop coveralls, and insulated coveralls at their own expense.
- (b) Beginning in January 2013, the County shall provide a Safety-Clothing/Boot Allowance of Three Hundred Dollars (\$300) per year for full-time employees who are required to wear safety-clothing and wear heavy-duty boots in their routine County work assignments. The following classifications are eligible for the Safety-

Clothing/Boot Allowance which shall be paid with the first full pay period of each calendar year, or with their first paycheck after assignment to an eligible classification: Building Grounds Maintenance Supervisor, Deputy Agriculture Commissioner / Sealer of Weights & Measures Provided, however, that the January Safety-Clothing/Boot Allowance paid to an employee who has worked less than a full year preceding the payment date, shall be reduced on a prorated basis based on the portion of the preceding year actually worked. Provided further, that if an employee separates from County employment with less than one full year of employment with the County in an eligible classification, a prorated portion of any Safety-Clothing/Boot Allowance paid to that employee shall be reimbursed to the County from the employee's final paycheck in an amount equal to that part of the year not actually worked.

7.03 FURLOUGH RULE

The County reserves the right to furlough an employee or group of employees, without pay, under the following provisions:

- (a) A furlough may be ordered only to compensate for a budget issue.
- (b) The Department Head may furlough an employee or group of employees upon approval of the County Administrative Officer.
- (c) An employee furloughed by the Department Head shall be non-compensated during a furlough period but, shall not suffer a reduction in non-salary related benefits of seniority.
- (d) The maximum number of furlough days during a fiscal year shall not exceed thirteen (13) days per employee. Provided, however, this subdivision (d) will not apply during such time as County has implemented a nine-hour day, four-day workweek ("4-9s workweek") for the employee. A 4-9s workweek shall provide that the employee has three (3) consecutive days off.
- (e) An employee shall not be furloughed more than one (1) day in any pay period.
- (f) Furlough time shall be in full day increments for full time employees and prorated for part time employees.
- (g) An employee is to be notified in writing by the Department Head at least ten (10) days prior to the assigned furlough day or days.
- (h) Whenever possible, considering needs of the department, the Department Head will give consideration to an employee's choice in selecting the furlough day or days.

- (i) The Department Head shall not use the furlough rule as a form of disciplinary action or to discriminate against an employee.
- (j) The application of a furlough to an employee or group of employees shall not be subject to the grievance procedure.

7.04 PER DIEM

The County will make a per diem reimbursement for County business travel which will be updated annually by October 1st with the IRS rates.

8.00 PEACEFUL PERFORMANCE

The parties to this Memorandum of Understanding recognize and acknowledge that the service performed by County employees covered by this agreement are essential to the public health, safety and general welfare of the residents of Plumas County. The Union agrees that during the term of this agreement, under no circumstances will the Union recommend, encourage or cause its members to initiate or participate in, or will any member of the designated unit take part in, any strike, sit down, stay in, sick out, refusal to work overtime, slow down or boycott, picketing (herein collectively called job action) in any office or department of the County of Plumas, nor to curtail, restrict or interfere any work or operation of the County.

In the event of any job action by any member of the designated unit, the County shall not be required to negotiate on the merits of any dispute which may have given rise to the job action, until the job action has ceased. In the event of any job action, by any unit member during the terms of this Memorandum of Understanding, the Union, by its officers, shall immediately declare in writing and publicize that the job action is illegal and unauthorized and further in writing, direct its members to cease said conduct and resume work. Copies of said notices shall be filed with the County Clerk as a matter of public record.

If, in the event of a job action, the Union promptly and in good faith performs the obligations of this section, and providing that the Union has not otherwise authorized, permitted or encouraged any job action the Union shall not be liable for any damages caused by the violation of this section. The County, however, shall have the right to discipline, to include discharge, any employee who instigates, participates in, or gives leadership to any job action activity, and the County shall have the right to seek full legal redress including damages against offending employee(s).

9.00 AGREEMENT

9.01 FULL AGREEMENT

This Memorandum of Understanding contains all of the covenants, stipulations and provisions agreed by the parties. It is understood that all items relating to employee wages, hours and terms and conditions of employment not covered by this Memorandum of Understanding shall remain the same for its term.

Therefore, except by mutual agreement of the parties or as otherwise provided by herein, for the life of this Memorandum of Understanding, neither party shall be compelled to bargaining with the other concerning any mandatory bargaining issue, whether or not the issue was specifically bargained prior to the execution of this Memorandum of Understanding.

9.02 ENACTMENT

This Memorandum of Understanding shall become effective when ratified by the Union and adopted by resolution of the Plumas County Board of Supervisors. Upon such adoption, the provisions of this Memorandum of Understanding shall supersede and control over conflicting or inconsistent county rules, resolutions or ordinances.

9.03 SAVING CLAUSE

If any provision of this Memorandum Of Understanding shall be held invalid by operation of law or by any court of competent jurisdiction, or if compliance with or enforcement of any provision shall be restrained by any tribunal, the remainder of this Memorandum of Understanding shall not be affected thereby and the parties shall enter in to negotiations for the sole purpose of arriving at a mutually satisfactory replacement for such provision or provisions.

9.04 TERM

This Memorandum of Understanding shall become effective upon adoption by the Plumas County Board of Supervisors and shall remain in full force and effect from January 1, 2025 to December 31, 2026.

SIGNATURES

UNION

<u>Carl Carr</u> Carl Carr (May 7, 2025 17:21 PDT)	05/07/25
Carl Carr, OE3 Public Division Director	Date
<u>Oesse Desmangles</u> Oesse Desmangles (May 7, 2025 19:21 PDT)	05/07/25
Oesse Desmangles, Business Representative	Date
<u>Jennifer Langston</u> Jennifer Langston (May 8, 2025 00:24 PDT)	05/08/25
Jennifer Langston, Employee Representative	Date
<u>Becky Osborn</u> Becky Osborn (May 8, 2025 01:23 PDT)	05/08/25
Becky Osborn, Employee Representative	Date
<u>Jessica McGill</u> Jessica McGill (May 8, 2025 09:04 PDT)	05/08/25
Jessica McGill, Employee Representative	Date
<u>Dustin A. Vert</u> Dustin A. Vert (May 8, 2025 09:16 PDT)	05/08/25
Dustin Vert, Employee Representative	Date
<u>Melissa Smith</u> Melissa Smith (May 8, 2025 08:01 PDT)	05/08/25
Melissa Smith, Employee Representative	Date

SIGNATURES

COUNTY OF PLUMAS

<u>Jack Hughes</u> Jack Hughes (May 7, 2025 17:24 PDT)	05/07/25
Jack Hughes – Chief Negotiator	Date
<u>Joshua Mizrahi</u> Joshua Mizrahi (May 7, 2025 17:24 PDT)	05/08/25
Joshua Mizrahi – Interim Human Resources Director	Date

Appendix A

Operating Engineer's Local #3

Mid Management & Supervisors Unit Job Classifications

Classifications
• Alcohol and Drug Programs Clinician – Supervisor
• Alcohol and Drug Program Chief
• Alternative Sentencing Manager
• Animal Control Supervisor
• Assessor's Office Manager
• Assistant Building Official
• Assistant County Assessor
• Assistant County Clerk – Recorder
• Assistant Director of Child Support Services
• Assistant Director of Public Health
• Assistant District Attorney
• Assistant Planning Director
• Assistant Treasurer – Tax Collector
• Building and Grounds Maintenance Supervisor I
• Building and Grounds Maintenance Supervisor II
• Building Official
• BH ASO
• BH AOD Program Administrator
• BH Continuing Care Coordinator
• BH Quality Improvement / Compliance Manager
• BH Unit Supervisor
• BH Unit Supervisor – Nursing
• Chief Appraiser
• Chief Code Enforcement Officer
• Chief Deputy Public Guardian – Conservator
• Community Care Case Manager
• Community Care House Manager
• Continuing Care Coordinator
• Department Fiscal Officer I
• Department Fiscal Officer II
• Deputy Ag Commissioner/Sealer of Weights and Measures
• Deputy Director Social Services Program Manager
• Division Director Veteran Services Officer
• Director of Nursing – Public Health
• District Attorney Administrator – Assistant Public Administrator

• Eligibility Supervisor
• Employment and Training Supervisor
• Fiscal Support Coordinator
• Geographic Information System Coordinator
• Grant Compliance Officer
• Health Education Coordinator II
• Library Literacy Program Coordinator
• Mental Health Children's Services Coordinator
• Mental Health Deputy Director
• Mental Health Program Chief
• Mental Health Services Act Coordinator
• Office Supervisor
• Perinatal Specialist
• Permit Manager
• Principal Staff Services Analyst
• Program Chief – Nursing
• Program Manager I
• Program Manager II
• Public Health Administrative Services Officer
• Public Health Program Division Chief
• Records Management Coordinator
• Senior Services Division Director
• Staff Services Manager
• Social Services Supervisor I
• Social Services Supervisor II
• Victim Witness Coordinator

Mid Mgmt Supervisors Unit MOU - Final JM

Final Audit Report

2025-05-08

Created:	2025-05-08
By:	Joshua Mizrahi (joshuamizrahi@countyofplumas.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAkJvw2DiR6msvLurBsf-HgDpiePc8c6pj

"Mid Mgmt Supervisors Unit MOU - Final JM" History

- ✉ Document created by Joshua Mizrahi (joshuamizrahi@countyofplumas.com)
2025-05-08 - 0:17:31 AM GMT
- ✉ Document emailed to Carl Carr (ccarr@oe3.org) for signature
2025-05-08 - 0:17:37 AM GMT
- ✉ Document emailed to Ossee Desmangles (odesmangles@oe3.org) for signature
2025-05-08 - 0:17:37 AM GMT
- ✉ Document emailed to Jennifer Langston (jenniferlangston@countyofplumas.com) for signature
2025-05-08 - 0:17:37 AM GMT
- ✉ Document emailed to Becky Osborn (beckyosborn@countyofplumas.com) for signature
2025-05-08 - 0:17:37 AM GMT
- ✉ Document emailed to Jessica McGill (jmccgill@pcbh.services) for signature
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- ✉ Document emailed to Dustin Vert (dustinvert@countyofplumas.com) for signature
2025-05-08 - 0:17:38 AM GMT
- ✉ Document emailed to Melissa Smith (melissasmith@countyofplumas.com) for signature
2025-05-08 - 0:17:38 AM GMT
- ✉ Document emailed to Jack Hughes (jhughes@lcwlegal.com) for signature
2025-05-08 - 0:17:38 AM GMT
- ✉ Document emailed to Joshua Mizrahi (joshuamizrahi@countyofplumas.com) for signature
2025-05-08 - 0:17:38 AM GMT
- ✉ Email viewed by Becky Osborn (beckyosborn@countyofplumas.com)
2025-05-08 - 0:17:57 AM GMT



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Signature Date: 2025-05-08 - 0:21:27 AM GMT - Time Source: server

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2025-05-08 - 2:17:08 AM GMT

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2025-05-08 - 2:21:16 AM GMT

 Document e-signed by Ossee Desmangles5 (odesmangles@oe3.org)
Signature Date: 2025-05-08 - 2:21:18 AM GMT - Time Source: server

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2025-05-08 - 1:14:56 PM GMT

 Document e-signed by Jennifer Langston (jenniferlangston@countyofplumas.com)
Signature Date: 2025-05-08 - 1:24:27 PM GMT - Time Source: server

 Document e-signed by Becky Osborn (beckyosborn@countyofplumas.com)
Signature Date: 2025-05-08 - 1:33:10 PM GMT - Time Source: server

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2025-05-08 - 2:58:50 PM GMT

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Signature Date: 2025-05-08 - 3:01:14 PM GMT - Time Source: server

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2025-05-08 - 3:27:47 PM GMT

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Signature Date: 2025-05-08 - 3:28:14 PM GMT - Time Source: server

 Email viewed by Jessica McGill (jmccill@pcbh.services)
2025-05-08 - 4:03:43 PM GMT

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Signature Date: 2025-05-08 - 4:04:21 PM GMT - Time Source: server



 Email viewed by Dustin Vert (dustinvert@countyofplumas.com)

2025-05-08 - 4:14:58 PM GMT

 Signer Dustin Vert (dustinvert@countyofplumas.com) entered name at signing as Dustin A. Vert

2025-05-08 - 4:16:05 PM GMT

 Document e-signed by Dustin A. Vert (dustinvert@countyofplumas.com)

Signature Date: 2025-05-08 - 4:16:07 PM GMT - Time Source: server

 Agreement completed.

2025-05-08 - 4:16:07 PM GMT



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**PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Nicole Reinert, Director of Public Health

MEETING DATE: June 10, 2025

SUBJECT: **Approve and authorize supplemental budget increase for the Public Health Agency budget unit 20480 in the amount of \$6,335.00 from the recent auction of surplus county property approved by Auditor/Controller. Four/Fifths roll call vote**

Recommendation:

The Director of the Public Health Agency respectfully recommends that the Board of Supervisors approve the attached supplemental budget in the amount of \$6,335.00.

Background and Discussion:

Plumas County Public Health Agency received \$6,335.00 from the sale of surplus vehicles. The money is proposed to be used for the Senior Transportation fuel account.

The supplemental budget form has been approved by the County Auditor.

Action:

Approve and authorize supplemental budget increase for the Public Health Agency budget unit 20480 in the amount of \$6,335.00 from the recent auction of surplus county property approved by Auditor/Controller. **Four/Fifths roll call vote**

Fiscal Impact:

(No General Fund Impact) (20480/521102)

Attachments:

1. Supplemental Budget 20480

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) There are not enough funds in 20480 521102 for the remainder of the year

B) Sale of surplus property resulted in extra funds

C) Invoices must be paid in this fiscal year

D) Sale of surplus property

Approved by Department Signing Authority:

Debra Jones

Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature:

Martel Nor

Board Approval Date: _____ Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

Auction Deposit



Higgins, Amanda
To: Jones, Deleena; Rix, John
Retention Policy: 2yr Delete (2 years)

(1) You replied to this message on 5/12/2025 12:45 PM.



Mon 5/12/2025 9:23 AM

Expires 5/12/2027

Good Morning,

Where would you like your funds from the Auction to be deposited to.

1998	Subaru	Forester	1006807	JF1SF6356WH760161	Public Health/Seniors	1,300.00	325.00	975.00
1997	Subaru	Legacy	51458	4S3BK4253V7307308	Public Health/Seniors	800.00	200.00	600.00
2002	Chevrolet	Transit Van	1119388	1CBJG31G221148035	Public Health/Seniors	1,000.00	250.00	750.00
2000	Dodge	Caravan	1065779	1B4GT44L6YB594902	Public Health/Seniors	350.00	87.50	262.50
1996	Jeep		51460	1J4F2852TL274659	Public Health/Seniors	2,400.00	360.00	2,040.00
2006	Ford	E350 Transit Van	1213617	1FDVVE3GL16HA09513	Public Health/Seniors	1,700.00	255.00	1,445.00
2002	Subaru	Impreza	1076669	JF1GGG5552H801891	Public Health/Seniors	350.00	87.50	262.50
						7,000.00	1,505.00	6,395.00

Have a wonderful day!

Amanda Higgins
Plumas County
Accountant Auditor II
530-283-6247



**PLUMAS COUNTY
PUBLIC HEALTH AGENCY
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Nicole Reinert, Director of Public Health

MEETING DATE: June 10, 2025

SUBJECT: **Approve and authorize supplemental budget increase for the Public Health budget unit 20830 in the amount of \$48,162 because of receiving carryover funds unspent in FY23/24; approved by Auditor/Controller. Four/Fifths roll call vote**

Recommendation:

The Director of the Public Health Agency respectfully recommends that the Board of Supervisors approve the attached supplemental budget in the amount of \$48,162.

Background and Discussion:

Plumas County Public Health Agency receives funding each year from the Area 3 Agency on Aging to provide funding for Senior Nutrition. Unexpended grant funds are often rolled over to the next fiscal year.

The supplemental budget form has been approved by the County Auditor.

Action:

Approve and authorize supplemental budget increase for the Public Health budget unit 20830 in the amount of \$48,162 because of receiving carryover funds unspent in FY23/24; approved by Auditor/Controller.

Four/Fifths roll call vote

Fiscal Impact:

(No General Fund Impact) (Senior Nutrition)

Attachments:

1. Supplemental Budget Transfer 20830

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Public Health Dept. No: 20830 Date 2/28/2025

Dept. No: 20830

Date 2/28/2025

The reason for this request is (check one):

Approval Required

- A. Transfer to/from Contingencies OR between Departments
- B. Supplemental Budgets (including budget reductions)
- C. Transfers to/from or new Fixed Asset, within a 51XXX
- D. Transfer within Department, except fixed assets
- E. Establish any new account except fixed assets

Board
Board
Board
Auditor
Auditor

TRANSFER FROM OR

SUPPLEMENTAL REVENUE ACCOUNTS

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

TRANSFER TO OR

SUPPLEMENTAL EXPENDITURE ACCOUNTS

TRANSFER TO SUPPLEMENTAL EXPENDITURE ACCOUNTS
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF
SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Senior Services has been granted a One-time-one amendment to their grant

B) It is determined by CSE

C) One-time-only is only for use in the fiscal year it is allotted.

D) Determined by the amount not spent in prior year.

Approved by Department Signing Authority:

DeLena Jones

Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature:

Mande Nien

Board Approval Date: _____ Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

SUBAWARD

SUBAWARD NUMBER A25-0006-S004	AM. NO. #1
SUBRECIPIENT IDENTIFICATION NUMBER	

THIS SUBAWARD AMENDMENT, made and entered into in the State of California, by and between **Chico State Enterprises**, hereafter called Prime Recipient or CSE, and

SUBRECIPIENT'S NAME

Plumas County Public Health Agency

, hereafter called Subrecipient.

Prime Recipient, on behalf of its program, the Area 3 Agency on Aging (AAA), has received a Federal Passthrough Award, AAA-2425-03 (Prime), from California Department of Aging, to provide services according to Title III Program to meet the needs of California's older adult population. Recipient is issuing this amendment to award additional funding in support of the subrecipient's Title III Program services.

Subrecipient agrees at its own expense to furnish all equipment, labor and materials necessary to provide Title III Program Services.

The maximum amount of this Subaward is **\$532,517.00** from the following funding sources:

Funding Source	IIIB Transportation	C1 Nutrition	C2 Nutrition
Federal	\$ 30,000	\$ 113,535	\$ 96,788
State General Fund	-	\$ 10,988	\$ 34,315
State GF Augmentation	-	\$ 27,558	\$ 155,222
USDA NSIP	-	\$ 5,689	\$ 10,260
Total Groups (base agreement)	\$ 30,000	\$ 157,770	\$ 296,585
Amendment #1 Federal OTO	-	\$ 23,865	\$ 20,535
Amendment #1 NSIP Adj	-	\$ 1,342	\$ 2,420
Total Groups with Am #1	\$ 30,000	\$ 182,977	\$ 319,540

Revised Total: Base Agreement \$484,355 + \$23,865 + \$20,535 + \$1,342 + \$2,420 = \$532,517

Subrecipient agrees to provide revised budget detail upon execution of amendment. The parties agree to comply with the terms and conditions in the original Subaward Agreement by this reference.

All matters related to the scope of work and terms and conditions remain consistent with the fully executed base agreement.

This subaward amendment has been executed by the parties hereto, upon the date of final signature below.

PRIME RECIPIENT	SUBRECIPIENT	
Chico State Enterprises BY (AUTHORIZED SIGNATURE)	Plumas County Public Health Agency BY (AUTHORIZED SIGNATURE)	DATE
PRINTED NAME AND TITLE OF PERSON SIGNING Susan Podesta Director of Sponsored Contracts	PRINTED NAME AND TITLE OF PERSON SIGNING Nicole Reinert Director of Public Health	
ADDRESS/E-MAIL 25 Main Street, Suite 203, Chico, CA 95928-5388 swpodesta@csuchico.edu	ADDRESS/E-MAIL 270 County Hospital Road, Suite 306, Quincy, CA 95971 nicolereinert@countyofplumas.com	
AMOUNT FUNDED BY THIS DOCUMENT \$48,162.00	TOTAL AMOUNT FUNDED TO DATE \$532,517.00	CSE PROJECT CODE 65094-65111



**PLUMAS COUNTY
BEHAVIORAL HEALTH DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Kyle Hardee, Administrative Services Officer

MEETING DATE: June 10, 2025

SUBJECT: **Approve and authorize supplemental budget transfer(s) of (\$550,000.00) from Mental Health #70570 (10100 cash-Balance) to (Professional Services #521900) to cover the over-budget costs; approved by Auditor/Controller. Four/Fifths roll call vote**

Recommendation:

Approve and authorize supplemental budget transfer(s) of (\$550,000.00) from Mental Health #70570 (10100 cash-Balance) to (Professional Services #521900) to cover the over-budget costs; approved by Auditor/Controller. **Four/Fifths roll call vote**

Background and Discussion:

At mid-year budget review, it was identified that Intergovernmental Transfers (IGTs) were not included in the 521900 Professional Services expense account. Correct paperwork was not provided to the Auditor's office in time to be included in mid-year budget adjustments.

Action:

Approve and authorize supplemental budget transfer(s) of (\$550,000.00) from Mental Health #70570 (10100 cash-Balance) to (Professional Services #521900) to cover the over-budget costs; approved by Auditor/Controller. **Four/Fifths roll call vote**

Fiscal Impact:

(No General Fund Impact) State Funds

Attachments:

1. Budget Transfer Req Prof Svcs 5-20-25

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Behavioral Health Dept. No: 70570 Date: 5/20/2025

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input checked="" type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS

TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS
(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

TRANSFER TO OR SUPPLEMENTAL EXPENDITURE ACCOUNTS

TRANSFER TO SUPPLEMENTAL EXPENDITURE ACCOUNTS
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF
SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Expenses more than anticipated, not enough funds to cover invoices

B) Funds moved from Cash-Reserves

C) Expenses must be covered in FY 24/25

D)

Approved by Department Signing Authority:



Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature:



Board Approval Date:

Agenda Item No.

Clerk of the Board Signature:

Date Entered by Auditor/Controller:

Initials

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

BALANCE SHEET FOR 2025 13

FUND: 0014 MENTAL HEALTH / SUB-FUND 00000			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
0014010 10100	CASH - BALANCE		.00	302,687.26
0014010 10147	CASH - RESERVE		.00	1,687,057.81
0014010 10191	CASH - MH AB1810		.00	20.58
0014010 10192	CASH - MH WPC		.00	1,191.02
TOTAL ASSETS FOR SUB-FUND 00000			.00	1,990,956.67
LIABILITIES				
0014020 20200	ACCOUNTS PAYABLE		.00	-386.64
TOTAL LIABILITIES FOR SUB-FUND 00000			.00	-386.64
FUND BALANCE				
0014030 3000	RESTRICTED (UNDSGN-B)		.00	-2,354,636.21
0014039 3990	BUDGET FUND BALANCE		.00	-59,570.00
0014039 3991	EXPEND BUDGET CONTROL		.00	-6,484,744.00
0014039 3992	REVENUE BUDGET CONTROL		.00	6,544,314.00
0014039 3995	EXPENDITURE CONTROL		.00	6,349,611.49
0014039 3996	REVENUE CONTROL		.00	-5,985,545.31
TOTAL FUND BALANCE FOR SUB-FUND 00000			.00	-1,990,570.03
TOTAL LIABILITIES + FUND BALANCE FOR SUB-FUND 00000			.00	-1,990,956.67



**PLUMAS COUNTY
BEHAVIORAL HEALTH DEPARTMENT
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Kyle Hardee, Administrative Services Officer

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize supplemental budget transfer(s) of (\$263,072.91) from Mental Health Services Act #70571 (10100 cash-Balance) to (Special Grant Exp# 524173) to cover the unanticipated costs (MHSA Innovation Fund Reversion); approved by Auditor/Controller. **Four/Fifths roll call vote**

Recommendation:

Approve and authorize supplemental budget transfer(s) of (\$263,072.91) from Mental Health Services Act #70571 (10100 cash-Balance) to (Special Grant Exp# 524173) to cover the unanticipated costs (MHSA Innovation Fund Reversion); approved by Auditor/Controller. **Four/Fifths roll call vote**

Background and Discussion:

Current Mental Health Services Act (MHSA) regulations require 5% of County MHSA funds received to be set aside for Innovation projects. The small amount of funds received by Plumas County, and the restrictive requirements that must be met for an Innovation project to be approved by DHCS has led to no qualifying projects. Per State guidelines, the funds are being reverted back to the State after the 7-year period of being unspent.

Action:

Approve and authorize supplemental budget transfer(s) of (\$263,072.91) from Mental Health Services Act #70571 (10100 cash-Balance) to (Special Grant Exp# 524173) to cover the unanticipated costs (MHSA Innovation Fund Reversion); approved by Auditor/Controller. **Four/Fifths roll call vote**

Fiscal Impact:

(No General Fund Impact) State funds

Attachments:

1. Budget Transfer Reg MHSA Inn 5-22-25

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) The State is requesting reversion of unspent funds per program guidelines

B) The Department has been making deposits to this account per State guideline with no approved plans to spend down account

C) State requires reversion of funds in FY24/25

D)

Approved by Department Signing Authority:



Approved/ Recommended

Disapproved/ Not recommended

Auditor/Controller Signature:



Board Approval Date:

Agenda Item No.

Clerk of the Board Signature:

Date Entered by Auditor/Controller:

Initials

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

March 4, 2025

Sharon Sousa, LMFT
BH Director
Plumas County Behavioral Health Services
270 County Hospital Rd., Suite 109
Quincy, CA 95971

Dear Ms. Sousa:

This letter provides you with Plumas County's official notice of Mental Health Services Act (MHSA) unspent funds subject to reversion as of **July 1, 2024**. This official notice includes funds from:

Small counties:

- FY 2014-15 for the:
 - Workforce Education and Training (WET) component
 - Capital Facility/Technological Needs (CFTN) component
 - WET Regional Partnership (WET RP)
- FY 2019-20 for the:
 - Community Services and Supports (CSS), including MHSA Housing Program (W&I Code Section 5892.5) component
 - Prevention and Early Intervention (PEI) component
 - Innovation (INN)

Large Counties:

- FY 2014-15 for the:
 - Workforce Education and Training (WET) component
 - Capital Facility/Technological Needs (CFTN) component
 - WET Regional Partnership (WET RP)
- FY 2021-22 for the:
 - Community Services and Supports (CSS), including MHSA Housing Program (W&I Code Section 5892.5) component
 - Prevention and Early Intervention (PEI) component
 - Innovation (INN)

March 4, 2025

«Full_Name»

Page 2

Pursuant to Welfare and Institutions Code (WIC) Section 5892(h), any funds allocated to a County which have not been spent for their authorized purpose within a specified period-of-time (i.e. reversion period), will be reverted to the State and reallocated to other counties. The reversion period depends upon the County's population and the program component.

MHSA Reversion Enclosures (Excel Workbook)

Enclosure 1 provides total unspent funds calculated through the **FY 2023-24 MHSA Revenue and Expenditure Report (RER)**.

Enclosure 2 provides the revenue and expenditure data used to determine the amount of funds subject to reversion for each fiscal year and component. Due to large file size, Enclosure 2 is provided by email.

Remitting funds to DHCS

Unless the County appeals the amount of unspent funds subject to reversion, this letter serves as the final notice. **The County must remit a check in the amount of \$109,605.26 to DHCS within 60 calendar days.**

DHCS has not received payment for funds subject to reversion from prior years for Plumas County. The county is required to remit a check in the amount of \$263,072.91 to DHCS within 30 days of this notice. Checks must be sent to:

Department of Health Care Services
Accounting Section, Cash Receipts Unit, MS 1101
P.O. Box 997415
Sacramento, CA 95899-7415

TO ENSURE PROPER PROCESSING, PLEASE INCLUDE THIS LETTER WITH THE CHECK AS SUPPORTING DOCUMENTATION

DHCS Accounting Only:

FI\$CAL Coding: Service Location: 84006 Reporting Structure: 4260LF5B Fund: 3327

March 4, 2025
«Full_Name»
Page 3

Funds Subject to Reversion as of July 1, 2024

Plumas County

Component	Reversion Amount
CSS	\$0.00
PEI	\$0.00
INN	\$109,244.26
WET	\$0.00
CFTN	\$361.00
WET RP	\$0.00
MHSA HP	\$0.00
Total Amount Due DHCS	\$109,605.26

Funds Subject to Reversion from prior fiscal years.

Plumas County

Component	Fiscal Year	Reversion Amount
CFTN	FY 20-21	\$5,630.00
INN	FY 21-22	\$125,498.16
CFTN	FY 21-22	\$1,769.00
INN	FY 22-23	\$129,761.75
CFTN	FY 22-23	\$414.00
Total Amount Due DHCS		\$263,072.91

Appeal Process

Should the County disagree with the amount of unspent funds subject to reversion, as determined by DHCS, and wish to appeal the revenue or expenditure amount used to make the determination, the County must submit an appeal to DHCS via email at MHSA@dhcs.ca.gov. Enclosure 3 provides the appeal forms and instructions. Due to large file size, Enclosure 3 is provided by email. All appeals must include the signed certification form (Enclosure 4). The County will have 30 calendar days to review and appeal component funds subject to reversion, as calculated by DHCS. The County's appeal timeframe will begin upon receipt of the notification letter sent via email.

DHCS Accounting Only:

FI\$CAL Coding: Service Location: 84006 Reporting Structure: 4260LF5B Fund: 3327

March 4, 2025

«Full_Name»

Page 4

DHCS will review the appeal and notify the County, via email, of its determination within 45 calendar days of receipt of the County's appeal. After the appeal period has ended, and appeals are finalized, DHCS will send the County a final notice of unspent funds subject to reversion.

Should you have any further questions, please contact Erika Gopez at
Erika.Gopez@dhcs.ca.gov.

Sincerely,

Theresa Christensen, Chief
BHSA Oversight Section

Enclosures (4)

Enclosure 1 and 2: MHSA Reversion Excel workbook

Enclosure 3: DHCS 1821 Adjustments to Revenue or Expenditure Worksheet

Enclosure 4: DHCS 1820 Adjustment Worksheet Certification

DHCS Accounting Only:

FI\$CAL Coding: Service Location: 84006 Reporting Structure: 4260LF5B Fund: 3327

BALANCE SHEET FOR 2025 13

FUND: 0014 MENTAL HEALTH / SUB-FUND 0014A			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
0014A10 10100	CASH - BALANCE		.00	2,088,545.28
0014A10 10195	CASH - NO PLACE LIKE HOME		.00	46,636.00
0014A10 10433	CASH - PRUDENT RESERVE		.00	625,136.21
0014A10 10568	CASH - MHSA INN (PHER)		.00	547,553.22
0014A11 11000	IMPREST CASH		.00	200.00
TOTAL ASSETS FOR SUB-FUND 0014A			.00	3,308,070.71
LIABILITIES				
0014A20 20200	ACCOUNTS PAYABLE		.00	-352.69
TOTAL LIABILITIES FOR SUB-FUND 0014A			.00	-352.69
FUND BALANCE				
0014A30 3000	RESTRICTED (UNDSGN-B)		.00	-2,583,179.90
0014A39 3990	BUDGET FUND BALANCE		.00	706,826.00
0014A39 3991	EXPEND BUDGET CONTROL		.00	-3,526,826.00
0014A39 3992	REVENUE BUDGET CONTROL		.00	2,820,000.00
0014A39 3995	EXPENDITURE CONTROL		.00	2,577,227.48
0014A39 3996	REVENUE CONTROL		.00	-3,301,765.60
TOTAL FUND BALANCE FOR SUB-FUND 0014A			.00	-3,307,718.02
TOTAL LIABILITIES + FUND BALANCE FOR SUB-FUND 0014A			.00	-3,308,070.71
TOTAL ASSETS FOR FUND 0014				
TOTAL LIABILITIES FOR FUND 0014				
TOTAL FUND BALANCE FOR FUND 0014				
TOTAL LIABILITIES + FUND BALANCE FOR 0014				

** END OF REPORT - Generated by Kyle Hardee **



**PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM: Zachary Gately, Grant Manager

MEETING DATE: June 10, 2025

SUBJECT: Approve and authorize supplemental budget transfer(s) of \$196,867.55 from Fund Balance of Fund 0021 (ARPA) to Transfer out 2000358-58000 to cover the over-budget costs due to added ARPA activities in FY25; approved by Auditor/Controller. Four/Fifths roll call vote

Recommendation:

Approve and authorize supplemental budget transfer(s) of \$196,867.55 from Fund Balance of Fund 0021 (ARPA) to Transfer out 2000358-58000 to cover the over-budget costs due to added ARPA activities in FY25.

Background and Discussion:

Plumas County Sheriff's Office has a project funded by the ARPA funds that has recently been completed. Due to additional activities within the ARPA fund, the amount budgeted in ARPA Transfer-Out for FY 25 is insufficient to complete budgeted projects. This transfer will cover the increased budget for FY25 ARPA activities. As work was done on this project in FY 25, invoices need to be paid in FY 25 and cannot wait until FY 26.

Action:

Approve and authorize supplemental budget transfer(s) of \$196,867.55 from Fund Balance of Fund 0021 (ARPA) to Transfer out 2000358-58000 to cover the over-budget costs due to added ARPA activities in FY25.

Fiscal Impact:

No Fiscal Impact.

Attachments:

1. sup bt cao 20250610
2. new arpa budget

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

The reason for this request is (check one):

- A. Transfer to/from Contingencies OR between Departments
- B. Supplemental Budgets (including budget reductions)
- C. Transfers to/from or new Fixed Asset, within a 51XXX
- D. Transfer within Department, except fixed assets
- E. Establish any new account except fixed assets

Approval Required

TRANSFER FROM OR

SUPPLEMENTAL REVENUE ACCOUNTS

TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS
(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL NEW UNBUDGETED REVENUE)

Fund # Dent # Acct # Account Name \$ Amount

TRANSFER TO OR

SUPPLEMENTAL EXPENDITURE ACCOUNTS

TRANSFER TO OR SUPPLEMENTAL EXPENDITURE ACCOUNTS
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF
SUPPLEMENTAL NEW UNBUDGETED EXPENSE)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

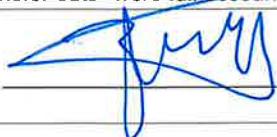
In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) pay contracted invoices

B) budgeted in Sheriff's dept however not all "ARPA Transfer outs" were full accounted for

C) must pay invoices this FY

D) budgeted in Sheriff's dept however not all "ARPA Transfer outs" were full accounted for

Approved by Department Signing Authority: 

Approved/ Recommended Disapproved/ Not recommended

Auditor/Controller Signature: 

Board Approval Date: _____ Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

BOS Approved ARPA Budget April 12, 2022

Department	Title	Est. project Total
Administration	CAO 20030	\$ 40,000.00
Administration	CAO	\$ 9,959.00
Administration	CAO	\$ 6,000.00
Administration	CAO	\$ 300,000.00
Administration	CAO/BROADBAND	\$ 400,000.00
Facilities	FACILITIES	\$ 64,765.00
BCSA	26080	\$ 33,000.00
ROAD DEPT	20521	\$ 253,000.00
Information Technology	20220	Disaster recovery hardware and software licensing
Information Technology		Server hardware for virtualization
Information Technology		Cybersecurity Recovery
Information Technology		Hardware / software updates
Library	20670	Funds for e-books / e-audiobooks
Library	20670	Hotspots
Literacy	20675	Tutoring software
Sheriff/Jail Office	70380	COVID-compliant transport vans
Sheriff's Office	70331	Upgrade computer system
Human Resources	20035	Premium pay for Essential Workers
Human Resources		COVID sick pay
Community grants	BOS	Grant funding for local businesses and non-profits (offset COVID-related expenses, increase health equity, etc.)
(Approved) Total		\$ 3,653,039.00



**PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors

FROM:

MEETING DATE: June 10, 2025

SUBJECT: Closing of Rite Aid; informational discussion item only.

Recommendation:

Closing of Rite Aid; informational discussion item only.

Background and Discussion:

Rite Aid is set to close in the Quincy Area. The Plumas County Board of Supervisors would like to have a discussion regarding the impact on Quincy and surrounding areas.

Action:

Closing of Rite Aid; informational discussion item only.

Fiscal Impact:

No General Fund Impact.

Attachments:

1. #6093 Location Closure SB1089 Notice



May 29, 2025

This notice is for the SB 1089 closure notice requirements.

Rite Aid Retail Location #06093, operated by the Rite Aid / Thrifty Payless, Inc. and located at 40 East Main Street, Quincy, CA 95971 will be permanently closing effective July 2, 2025. The Company's NAICS code is 446110.

Certain associates at this location are represented by UFCW Local 8GS. Contact information for the chief elected officer of the union is listed below.

The below positions will be affected. Associates in these positions may be transferred to other stores or offered other roles, consistent with the applicable Collective Bargaining Agreement and other applicable requirements. If no comparable positions are available, associates in these positions may be separated from employment.

Job Profile	Count of Job Profile
Assistant Manager	1
Pharmacist - Hourly	1
Pharmacist - Regional Hourly	1
Pharmacy Manager - Hourly	1
Pharmacy Technician - Certified	2
Service Associate	2
Store Manager - Hourly	1

You may contact me at 626-222-7464 for further information.

Respectfully,

Nichole Huber

Nichole R. Huber

Strategic HR Business Partner, Division 1

cc: Rick Salton, Vice President, UFCW Local 8 GS rsalton@ufcw8.org
Felicia Gutierrez, Executive Assistant, UFCW Local 8 GS fgutierrez@ufcw8.org
California Employment Development Department WSBSB1089@edd.ca.gov
California Department of Social Services piar@dss.ca.gov
Anne Sodergren, Executive Director, California Board of Pharmacy anne.sodergren@dca.ca.gov
Michael Cross, Executive Director, Workforce Development mcross@ncen.org
Mimi Hall, Supervisor, 4th District, Plumas County Board of Supervisors mimihall@countyofplumas.com



**PLUMAS COUNTY
BOARD OF SUPERVISORS
MEMORANDUM**

TO: Honorable Chair and Board of Supervisors
FROM: Allen Hiskey, Clerk of the Board
MEETING DATE: June 10, 2025
SUBJECT: Appoint Matthew West to the Feather River Conservation Board representing District 2, as recommended; discussion and possible action.

Recommendation:

Appoint Matthew West to the Feather River Conservation Board representing District 2, as recommended; discussion and possible action.

Background and Discussion:

Action:

Appoint Matthew West to the Feather River Conservation Board representing District 2, as recommended; discussion and possible action.

Fiscal Impact:

No General Fund Impact, appointment only.

Attachments:

1. Feather River Conservation Board West, Matthew 060525



OFFICE OF THE
**BOARD OF
SUPERVISORS**
COUNTY OF PLUMAS

Plumas County Courthouse
520 Main Street, Room 309
Quincy, California 95971-9115
Phone: (530) 283-6170

DWIGHT CERESOLA
DISTRICT 1 SUPERVISOR
KEVIN GOSS
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DISTRICT 3 SUPERVISOR
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DISTRICT 4 SUPERVISOR, VICE-CHAIR
JEFF ENGEL
DISTRICT 5 SUPERVISOR

ALLEN HISKEY
CLERK OF THE BOARD

June 10, 2025

Feather River Resource Conservation District
Attn: Matthew West
422 Mill Creek Rd.
Quincy, CA 95971

Re: Appointment to the Feather River Resource Conservation District

Mr. West,

On June 10, 2025, the Plumas County Board of Supervisors appointed Matthew West, to the Feather River Resource Conservation District.

Plumas County and the Board of Supervisors would like to thank all of you for your commitment to serving our community as a member of this Board.

Sincerely,

Kevin Goss
Chair, Board of Supervisors
Plumas County