



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 15-0085, **Version:** 1

Approve an advanced placement at Step 4 for Marina Camacho, the newly appointed Assistant Assessor-Valuation, effective 12/13/2014 in accordance with Personnel Policies and Practices Resolution No. 98-394, Section A.1.11.1.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve an advanced placement at Step 4 for Marina Camacho, the newly appointed Assistant Assessor-Valuation, effective 12/13/2014 in accordance with Personnel Policies and Practices Resolution No. 98-394, Section A.1.11.1.

SUMMARY/DISCUSSION:

On December 13, 2014, as an exemplary and highly qualified employee, Ms. Camacho was offered and accepted the position as the Assistant Assessor-Valuation. Ms. Camacho was appointed to this At-Will position because she is by far the most qualified and dedicated candidate and, moreover it is being recommended that she be placed at Step 4 due to her skill set which will enable her to fulfill this position at a high level from the onset. Based on the provisions in the Personnel Policies and Practices Resolution, placement at an advanced step may be requested to adequately compensate employees based on their specialized knowledge, skills, and experience. Pursuant to the provisions of the Personnel Policies and Practices Resolution No. 98-394, only the Board of Supervisors can authorize placement above Step 3 in Unit Y.

Ms. Camacho has spent over 25 years working for the Monterey County Assessor's Office, 11 years as the Administrative Services Officer. As an Administrative Services Officer, Ms. Camacho worked closely with the previous Assistant Assessor-Valuation on the execution of various projects and issues. Ms. Camacho also oversaw the operations of Change in Ownership, Property Transfer, and Exemptions including the hiring process, training and supervising of employees. Other duties include the responsibility for building the department budget for three years, negotiating and setting up contracts with vendors, and developing procedures. Prior to becoming an Administrative Services Officer, Ms. Camacho held various positions within the department including the positions of a Senior Property Transfer Clerk and an Appraiser.

Ms. Camacho attended San Jose State University in which she studied Business Administration and is currently pursuing a degree in Organizational Leadership at Brandman University.

Ms. Camacho's knowledge, skills, and abilities warrant an appointment at an advanced step.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office and Human Resources have reviewed and approve this report as to form.

FINANCING:

There is no negative impact to the County General Fund as a result of this request as funding for this position was included in the Assessor's FY 2014-15 Adopted Budget (1180-ACR001-8003).

Prepared by: Corina Morgan, Finance Manager, x5821

Approved by: Stephen L. Vagnini, Assessor-County Clerk/Recorder, x5803