



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers

168 W. Alisal St., 1st Floor
Salinas, CA 93901

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Authorize the advancement of Jose Ramirez to Step 5 of the Chief Probation Officer salary range, in accordance with Personnel Policies and Practices Resolution No. 98-394, Section A.1.11.5, effective November 29, 2025.

RECOMMENDATION:

It is recommended that the Board of Supervisors authorize the advancement of Jose Ramirez to Step 5 of the Chief Probation Officer salary range, in accordance with Personnel Policies and Practices Resolution No. 98-394, Section A.1.11.5, effective November 29, 2025.

SUMMARY/DISCUSSION:

Jose Ramirez was appointed Chief Probation Officer by the Superior Court of California, County of Monterey, effective November 2024, following his 28 years of public service. Before his appointment, he served as the Assistant Probation Officer for 4 years. Since assuming the role, he has implemented a range of operational and system enhancements that have streamlined departmental processes and strengthened communication and collaboration with justice partners, local jurisdictions, the County's departments, and other partnering agencies. Chief Ramirez's demonstrated skills, expertise, and well-established leadership have and will continue to provide significant contributions to the County's Probation Office and the population it serves.

The advancement of Chief Ramirez to Step 5 would offer an appropriate salary increase commensurate with the responsibilities of the position and recognize his ongoing contributions. The County Administrative Officer requests approval of the recommended action in accordance with Personnel Policies and Practices Resolution (PPPR) No. 98-394, Section A.1.11.5, which states:

"In any case where, by reason of unusual circumstances, rigid adherence to the principles related to salary adjustment set forth above would otherwise cause a manifest injustice, the Board of Supervisors may, upon written request of the County Administrative Officer, authorize the advancement of an employee to such step in the employee's salary range as the Board of Supervisors determines to be just and proper."

OTHER AGENCY INVOLVEMENT:

The Human Resources Department and Office of the County Counsel have reviewed and concur with the recommended actions.

FINANCING:

The FY 2025-26 Adopted Budget includes funding for the Chief of Probation position at a Step 3. The recommended step advancement will result in an increased cost of \$21,865 during the fiscal year. The department will manage any impacts within its operational budget.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

- ☐ Well-Being and Quality of Life
- ☐ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy

☒ Administrative

Prepared by: Karina Bokanovich, Management Analyst

Approved by: Andreas Pyper, Director of Human Resources
Sonia M. De La Rosa, County Administrative Officer