



KLAMATH COUNTY
Human Resources

To: Board of County Commissioners

From: Amanda Van Riper
Human Resources Director

Date: March 2, 2021

Re: **Department Request – Sheriff’s Office Reclass**

Date Scheduled for Administrative Meeting: March 2, 2021

On behalf of Sheriff Chris Kaber, we are seeking your approval to reclassify the Corrections Cooks from an LH07 to an LH13.

Corrections Cooks are responsible for cooking meals for inmates, directly supervising adult prisoners working in the kitchen with them, ensuring that knives, forks, and other utensils are all accounted for and put away when inmate is done working with them and that nothing has been removed from the kitchen and taken into the housing units.

As a result of these duties, we are requesting a reclassification to help retain our current Corrections Cooks and recruit new cooks should the need arise.

We are requesting to reclassify the Corrections Cooks as follows:

- Misty Mell would be reclassified from an LH07 Step 4 (\$13.00) to an LH13 Step 1 (\$15.47)
- Leticia Feliciano would be reclassified from an LH07 Step 4 (\$13.00) to an LH13 Step 1 (\$15.47)
- Tracy Young would be reclassified from an LH07 Step 6 (\$14.06) to an LH13 Step 3 (\$16.73)

These positions are represented by the Local 737 Union.

The department has the money in their budget.

Suggested Motion: Hereby motion to approve the request to reclassify the Corrections Cooks as outlined above:

Chair

Approved

Disapproved

Date

Commissioner

Approved

Disapproved

Date

Commissioner

Approved

Disapproved

Date