

AGENDA, WEDNESDAY, FEBRUARY 4, 2026 SALARY BOARD MEETING:

Convening of the Adams County Salary Board Meeting.

Minutes:

Approval of the January 21, 2026 Salary Board Meeting Minutes as presented.

Public Comments:

*Individuals may listen to the meeting or comment during the public comment portion of the agenda by calling **1-415-655-0001, 132-798-3497#**. Any comments related to the agenda or county business are limited to 5 minutes and the individual is to state their name and address prior to commenting.*

Courts:

Recommendation from Don Fennimore, Court Administrator, to approve the following:

Domestic Relations, effective February 9, 2026

- Promotion of Lauren Miller from Director to Deputy Executive Director, Pay Grade M-10
- Abolish the Director position held by Lauren Miller due to her promotion
- Longevity Awards
 - Roy Keefer, Chief Tipstaff, \$250.00 for 10 years of service
 - Jennifer Nice, Court Reporter, \$500.00 for 15 years of service
 - Kim Smith, Deputy Chief of Operations, \$1,000.00 for 25 years of service
 - Melissa Shaffer, Office Manager, MDJ Harvey, \$1,500.00 for 35 years of service

Clerk of Courts:

Recommendation from Clerk of Courts Kelly Lawver to approve the following, effective February 4, 2026:

- Abolish one (1) Court Specialist 1 position, Pay Grade S-7
- Approve the Job Description and create one (1) Collections Deputy Clerk position, Pay Grade S-5

Controller:

Recommendation from Controller Tammy Myers to approve Jennifer Boone, Accounts Payable Specialist, Pay Grade S-8, fulltime (37.5), benefit eligible, effective February 17, 2026.

Employment/Personnel Changes:

Contingent upon successful completion of all pre-employment requirements, approve the following:

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- Children & Youth Services
 - Ryan Heller, Caseworker 2, Pay Grade S-9, fulltime (40), benefit eligible, effective February 23, 2026
 - Christa Miller, Caseworker, Pay Grade S-8, fulltime (40), benefit eligible, effective March 2, 2026
- Department of Emergency Services – Jessica Hooper and Kori Wickless, Roseanna Kolasa, Telecommunicators, Pay Grade T-1, fulltime (40), benefit eligible, effective February 17, 2026
- Human Resources – Approve the updated HR Generalist/Payroll Assistant to Recruitment Coordinator/Payroll Assistant, Pay Grade S-6, effective February 4, 2026
- Adams County Adult Correctional Complex - Per AFSCME CBA, for the following Corrections Officers, fulltime (40), benefit eligible: Breanna Johnson, effective February 2, 2026; Joseph Engle, Sherif Wahba, effective March 9, 2026

Longevity Awards:

- Sheriff Department – Kevin Miller, Chief Deputy, \$750.00 for 20 years of service.

Other Business:

Adjournment: