

AGENDA, WEDNESDAY, SEPTEMBER 2, 2026 SALARY BOARD MEETING:

Convening of the Adams County Salary Board Meeting.

Minutes:

Approval of the August 19, 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 Court Administrator Rachel Schreck to approve the following, effective September 7, 2026:

- Abolish Court HR Generalist position, Pay Grade S-6
- Approve the Job Description and create Court HR Manager position, Exempt, Pay Grade M-8, fulltime (37.5), benefit eligible

Clerk of Courts:

- Amend the start date for Devon Brogan, Docketing Deputy Clerk, from September 1 to September 21, 2026

Coroner:

- Amend the start date for Jennifer Swartz, Chief Deputy Coroner, from September 7 to September 8, 2026 and amend the fulltime hours to 37.5

District Attorney:

Recommendation from District Attorney Brian Sinnett to approve the following Unpaid Internships:

- Joshua Parr, Monday's and Wednesday's effective August 26 through November 25, 2026
- Ryan Rickerson, Monday's, Wednesday's and Friday's effective August 26, 2026 thru November 25, 2026

Sheriff:

Recommendation from Sheriff Josh Fitting to approve Michael Garcia, Deputy Sheriff, Pay Grade S-01, fulltime (40), benefit eligible, effective September 21, 2026.

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Employment/Personnel Changes:

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

Planning:

- Nathan Harvey, 911 GIS Coordinator, Pay Grade S-11, fulltime (37.5), benefit eligible, effective September 21, 2026

Victim Witness:

- Alexis Cook, Direct Service Advocate 1, Pay Grade S-8, fulltime (37.5), benefit eligible, effective September 28, 2026

Veterans' Affairs:

- Todd Abrisch, Veterans Service Officer, effective July 13, 2026. Mr. Abrisch has completed his VA accreditation and received a \$1.00/hour increase.

Adams County Adult Correctional Complex:

- Per AFSCME CBA, for the following Corrections Officers, fulltime (40), benefit eligible: Caleb Jarman, effective September 21, 2026
- Promotion of Madisen Kling to Lead Security Lieutenant, effective September 14, 2026
- Promotion of Colton Knott from Corrections Officer to Lieutenant, Pay Grade S-13, effective September 14, 2026
- Reclassify Part Time Regular Corrections Officer to Part Time as Needed (PTAN), effective September 3, 2026
- Transfer James Leete to PTAN Corrections Officer, per AFSCME CBA, with a minimum of one (1) four-hour shift per month, effective September 3, 2026

Longevity Awards:

- Samantha Hoffman, Victim Witness Director, \$250.00 for 10 years of service

Other Business:

Adjournment: