

AGENDA, WEDNESDAY, DECEMBER 10, 2025 SALARY BOARD MEETING:

Convening of the Adams County Salary Board Meeting.

Minutes:

Approval of the November 26, 2025 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.*

Court:

Recommendation from Court Administrator Don Fennimore to approve the following:

- Per the Teamsters Professional CBA, bilingual bonus for Emmanuel Villasenor, Probation Officer, \$175.00 for services provided July through December 2025.
- Domestic Relations – Karen Aquilera, General Clerk, Pay Grade S-3, fulltime (37.5), benefit eligible, effective January 5, 2026
 - Amie Mathers, Deputy Executive Director, \$1,000.00 longevity award for 25 years of service
- Judge Torren Ecker – Note for matter of record that Jill Smith, Judges Executive Assistant, will be serving under Judge Torren Ecker, effective January 5, 2026.
- Probation – Rescind the Longevity request of \$500 for Emily Fleming, Probation Officer, approved at the November 26, 2025 Salary Board Meeting. Ms. Fleming previously received her longevity award on December 9, 2022 using service from a previous position.

Employment/Personnel Changes:

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

- Clerk of Courts – Taylor Gates, New Case Clerk – Deputy Clerk II, Pay Grade S-5, fulltime (37.5), benefit eligible, effective January 5, 2026.
- District Attorney – Joseph Marrero, Legal Intern, effective January 5, 2026 through April 29, 2026.
- Children & Youth Services:
 - Merit hire promotion for Jessica Hartman from Caseworker 1 to Caseworker 2, Pay Grade S-9, effective December 29, 2025 and will be eligible to receive any 2026 GWI.
 - Shelly M. Shaw, Assistant Solicitor, Children & Youth Services, Pay Grade M-10, fulltime (40), benefit eligible, effective January 5, 2026.
 - Public Defender - Kaitlyn Mills, Assistant Public Defender, Pay Grade M-9, fulltime (37.5), benefit eligible, effective December 29, 2025.

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Employment/Personnel Changes cont'd:

- Security – Adam Bradley, Security Officer, fulltime (37.5), benefit eligible, effective December 15, 2025. Note Mr. Bradley is transferring from the PTAN Security Officer position.
 - Mark Chipps, PTAN Security Officer, Pay Grade S-4, effective December 22, 2025
- Adams County Adult Correctional Complex – Per the AFSCME CBA, fulltime (40), benefit eligible, Corrections Officers: Carolyn Kelly, Hakim Gibson, Katherine Masesie, Asima Njomo, effective January 12, 2026

Longevity Award:

- IT Department – Brandon Brenize, Assistant Director, \$250.00 longevity award for 10 years of service.
- Children & Youth Services – Ashley Garcia, Programs Director, \$500.00 longevity award for 15 years of service.

Other Business:

Adjournment: