

## **AGENDA, WEDNESDAY, APRIL 1, 2026 SALARY BOARD MEETING:**

Convening of the Adams County Salary Board Meeting.

### **Minutes:**

- Approval of the March 18, 2026 Salary Board Meeting Minutes as presented.
- Approval of the January 5, 2026 – Organizational & Annual Salary Board 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 Don Fenimore to approve the following:

- District Magistrate Snyder – Lisa Mills, Office Manager, annual salary, effective March 23, 2026 plus an additional retro adjustment for fiscal year 2025 and fiscal year 2026.
- Probation Department – Per Teamsters Professional CBA, \$500 annual stipend for the following designated Lead Probation Officers: Kayla McKinney, Paige Mumma and Emily Fleming, Kelly Yates, effective March 23 2026

### **District Attorney:**

Recommendation from District Attorney Brian Sinnett, to approve the following:

- Abolish one (1) Assistant District Attorney Position, effective August 10, 2026
- Approve the Job Description and create a Law Clerk Position, Pay Grade M-5, fulltime (37.5), benefit eligible, effective August 10, 2026
- Christopher Higgins, Law Clerk, Pay Grade M-5, fulltime (37.5), benefit eligible, effective August 10, 2026

### **Sheriff**

Recommendation from Sheriff Joshua Fitting to approve the following:

- Abolish one (1) Corporal Position, effective April 1, 2026
- Create two (2) Part time Regular First Class Deputy Sheriff Positions, up to 25 hours/week, no benefits, but will accrue PTO and have scheduled holiday pay

### **Clerk of Courts:**

Recommendation from Clerk of Courts Kelly Lawver to approve the following:

- Abolish one (1) Court Specialist 1 Position, effective April 1, 2026
- Approve the Job Description and create one (1) Docketing Deputy Clerk Position, Pay Grade S-5, starting at entry level, effective April 1, 2026
- Krista Bradeis, Docketing Deputy Clerk, Pay Grade S-5, fulltime (37.5), benefit eligible, effective April 6, 2026

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### **Employment/Personnel Changes:**

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

#### Children & Youth Services

- Appointment of Jessica Coy to Administrator, Pay Grade M-14, Exempt, effective April 6, 2026

#### Planning Department

- Logan Valko, Unpaid Intern, effective May 11, 2026 through approximately July 29, 2026

#### Human Resources

- Abbey Welsh, Recruitment Coordinator/Payroll Assistant, Pay Grade S-6, fulltime (37.5), benefit eligible, effective April 13, 2026

#### Emergency Services

- Promotion of Kyle Harne from Telecommunicator to Assistant Supervisor, Pay Grade T-2, effective April 6, 2026

#### Voter Registration/Elections

- Anika Stauffer, Assistant, Pay Grade S-2, fulltime (37.5), benefit eligible, effective April 13, 2026

#### Building & Maintenance:

- Abolish one (1) fulltime Custodian position, effective April 1, 2026
- Create two (2) Part Time Regular Custodian positions, 25 hours/week, Monday thru Friday, no benefits but will accrue PTO and have scheduled Holiday pay, effective April 1, 2026
- Custodians – Vincent Grippa, effective April 6, 2026 and Shannon Byrd, effective April 13, 2026, Pay Grade S-1, 25 hours/week, Monday thru Friday, 5:00 p.m. to 10:00 p.m.

### **Other Business:**

### **Adjournment:**