



## Legislation Details (With Text)

**File #:** 18-131      **Version:** 1      **Name:**  
**Type:** Action Item      **Status:** Agenda Ready  
**File created:** 2/14/2018      **In control:** BOARD OF SUPERVISORS  
**On agenda:** 2/27/2018      **Final action:**  
**Title:** Approve Advanced Step Hiring of Celia Hoberg, at Third Step retroactive to October 17, 2017, for Right of Way Agent/Airport Operations Coordinator  
**Sponsors:** Public Works  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

## MEMORANDUM

**TO:** Board of Supervisors  
**FROM:** Scott De Leon, Public Works Director  
**DATE:** February 27, 2018

**SUBJECT:** Approve Advanced Step Hiring of Celia Hoberg, at Third Step retroactive to October 17, 2017, for Right of Way Agent/Airport Operations Coordinator

**EXECUTIVE SUMMARY:** On October 10, 2017, the Department of Public Works processed a Report of Appointment (ROA) for Ms. Hoberg for the subject position. This action was taken following your Board's September 26<sup>th</sup> approval of a waiver of the Anti-nepotism Policy for her. At the time the ROA was processed, the Department desired to offer Ms. Hoberg an advanced step above Entry Level due to her decades of experience in the title industry and past experience working with Caltrans right of way acquisitions. Unfortunately, an oversight occurred and the ROA was processed at the entry level step. The Department has worked with both the Human Resources Department and County Counsel regarding the advanced step hiring as well as a correction to the ROA, and both support this request.

### Recommendation:

Approve the advanced-step hiring of Ms. Celia Hoberg at the third step of the Right of Way Agent/Airport Operations Coordinator.

**FISCAL IMPACT:** ☒ None ☐ Budgeted ☐ Non-Budgeted

Estimated Cost:  
Amount Budgeted:  
Additional Requested:  
Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):** None

**STAFFING IMPACT (if applicable):** None

**RECOMMENDED ACTION:** Approve Advanced Step Hiring of Celia Hoberg, at Third Step retroactive to October 17, 2017, for Right of Way Agent/Airport Operations Coordinator