

**MEMORANDUM**

DATE: November 22, 2005  
TO: The Board of Supervisors  
FROM: Carol M. Luckam, Human Resource Manager  
SUBJECT: Salary Supplement Agreement for Courthouse Constitutional Officers' Staff

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We are recommending a salary supplement to assist the Constitutional Officers located at our Courthouse, the Sheriff, the Commonwealth Attorney, and the Clerk of the Circuit Court in attracting and retaining excellent employees to serve our community.

During the Fiscal Year 2006 Budget Process, staff proposed and the Board funded the Courthouse Constitutional Officers' staff to receive the County performance increases effective December 1, 2005. As this date approaches we are formalizing the parameters of that agreement so that it is clear to all parties and easy to administer. Funds are available in the Fiscal Year 2006 Budget to implement the agreement at that time.

Staff recommends adoption of the attached resolution.

  
Carol M. Luckam

CML/nb  
SalarySupp.mem

Attachment