



ADDENDUM MATERIAL

DATE 5/17/22

ITEM NO. A0011

# MEMORANDUM

Date: May 18, 2022

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Lesher   
County Administrator


Re: **Personnel Action Form for Chuck Huckelberry**

At the May 17 Board of Supervisors meeting, Supervisor Steve Christy requested a copy of Personnel Action Form (PAF) for former County Administrator Chuck Huckelberry. Attached is the PAF signed by Chair Bronson for Mr. Huckelberry effective April 6, 2022.

JKL/dym

Attachment

- c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works
- Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer, Health and Community Services
- Cathy Bohland, Director, Human Resources

MAY 18 22PM 03:43 PC CLK OF BD 



# PERSONNEL ACTION/CHANGE FORM COUNTY

### Personal Information

4/6/2022 Effective Date	TER Termination - Resignation Action + Action Reason	000490 PCN
Charles First Name	Huckelberry Last Name	103172 EIN
		County Administrator Position Title

### Position

- Department	- Unit #	- Job Code	- Job Title	- Std. Work Week Hrs.
Program PPC - G L String	Reports To	EIN	PCN	
Location	Supervisor Change	EIN	PCN	

*\*Note: Must fill in Supervisor Change for any reporting structure change.*

### Person Type

- Employee Class	<input type="checkbox"/> Exempt	<input type="checkbox"/> Non-Exempt	<input type="checkbox"/> Supervisor
- Union Eligibility	- Type of Employee Exempt/ Time Entry	- Type of Employee Non-Exempt/ Time Entry	

### Compensation

- Compensation Rate	- Pay Rule	<input type="checkbox"/> Y	<input type="checkbox"/> N	- SAP Amount
- Salary Grade	- Type of Additional Pay	- Additional Pay Hourly Rate	- SAP Partial Hours	- Additional Pay End Date

### Other Information

- Hire date	- Anniversary Date	- Probation Start Date	- Probation End Date	- Probation Type
04/05/2022 Last Day Worked	- Termination Date	- Retirement Date	- Retirement Plan	Y <input type="checkbox"/> N <input type="checkbox"/> Return To Work

### Comments:

Resignation

### Signatures and Approvals

Prepared By:	Trina Bergen <small>Digitally signed by Trina Bergen Date: 2022.04.06 13:19:53 -0700</small>	Phone No.:	520-724-2719	Date:	4-6-2022
Approved By:	<i>Sharon Benson</i>			Date:	04/08/2022
HR Review By:				Date:	
County Administrator: (When Required)				Date:	

*\*When completed, please print and collect all signatures required for approval,  
then scan to HR.Records@pima.gov*