

**Judicial Council of California**

**Schedule 7A**

**Certification**

**2024-25**

**Court:** **Superior Court - Sierra**

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**CERTIFICATION**

**I HEREBY CERTIFY, to the best of my knowledge and belief, that the information stated in the Schedule 7A fairly presents the salary, benefits, and FTE of each authorized position, as of July 1, 2024, in accordance with the reporting requirements adopted by the Judicial Council pursuant to authority granted by Government Code section 77206.**



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*Signature of Presiding Judge or Executive Officer*

# Judicial Council of California

## Trial Court Funding Act of 1997 SCHEDULE 7A Salary and Position Worksheet Transmittal and Submission 2024-25

Court System: **Superior Court - Sierra**  
County Number  
(for JCC staff use): **46**

The Court Budget Unit of the Judicial Council Budget Services office will perform a general overall compliance review of the attached Schedule 7A from your court.

In the event that questions arise regarding the information listed on your court's Schedule 7A, please provide the court contact information requested below.

**For General Questions:** [Regarding Schedule 7A]

Court Contact: **Ann Mendez**  
Contact's Phone: **(530) 289-2902**  
E-mail Address: [amendez@sierracourt.org](mailto:amendez@sierracourt.org)

**For Specific Questions:** [Regarding Positions, Salary or PECT Numbers]

Schedule 7A Prepared By: **Tosha Prince**  
Preparer's Phone: **(530) 289-2918**  
E-mail Address: [tprince@sierracourt.org](mailto:tprince@sierracourt.org)

<b>Comments Worksheet</b>	
<b>Schedule 7A Worksheet</b>	
	Example: Types of differential pay (e.g., locality, bilingual, etc.) included in annual salaries.
1	
2	
3	
4	
<b>Benefits Worksheets</b>	
	Example: Retirement contributions include pension obligation bonds or certificates of participation.
1	
2	
3	
4	
<b>Base Salary Adjustment Worksheet</b>	
	Example: Dates of negotiated salary increases and salary increases that will come into effect after July 1, 2019.
1	
2	
3	
4	
<b>General comments</b>	
1	
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10	

## Schedule 7A

Superior Court - Sierra

<b>Summary of Salary &amp; Benefit Budgets for All Authorized Positions</b>	<b>2024-25</b>
Salary	\$ 462,864.00
OASDI & Medicare	\$ 32,823.76
Retirement	\$ 157,385.17
Deferred Compensation	\$ -
Workers' Compensation	\$ 5,361.20
Health Insurance	\$ 172,033.60
Other Insurance	\$ 2,624.87
Other Benefits (Salary Driven and Non Salary Driven)	\$ -
<b>Total Salary and Benefit Budget</b>	<b>\$ 833,092.60</b>

# Superior Court - Sierra 2024-25

A	B	C	D	F	G	H	I	J	K	L	M	N	O	P	Q	R
State's Position Classification <small>(Value based on Column C; Sort other columns)</small>	Position Classification	Model Class #	Manager, Supervisor or Other	Employee Org. Row #	Facility Code Row #	Position Status - Filled (1) or Vacant (0)	Retirement Plan Code Row #	Position (FTE)	Annual Salary	Beginning Step (Monthly)	Last Step (Monthly)	Fund	Cost Center	WBS Element	Functional Area (PECT)	Total Salary (Col. J x K)
Court Executive Officer	Court Executive Officer	1001	Manager	1	1	1	1	0.20	164,385.00	\$ 10,733	\$ 13,699	110001	461000		9100	32,877
Court Executive Officer	Court Executive Officer	1001	Manager	1	1	1	1	0.30	164,385.00	\$ 10,733	\$ 13,699	110001	461000		9200	49,316
Court Executive Officer	Court Executive Officer	1001	Manager	1	1	1	1	0.25	164,385.00	\$ 10,733	\$ 13,699	110001	461000		9300	41,096
Court Executive Officer	Court Executive Officer	1001	Manager	1	1	1	1	0.05	164,385.00	\$ 10,733	\$ 13,699	110001	461000		9400	8,219
Court Executive Officer	Court Executive Officer	1001	Manager	1	1	1	1	0.20	164,385.00	\$ 10,733	\$ 13,699	110001	461000		9500	32,877
Accounting Clerk	Accounting Clerk	3003a	Other	2	1	1	1	0.05	75,979.00	\$ 5,982	\$ 7,271	110001	461000		1100	3,799
Accounting Clerk	Accounting Clerk	3003a	Other	2	1	1	1	0.05	75,979.00	\$ 5,982	\$ 7,271	110001	461000		2110	3,799
Accounting Clerk	Accounting Clerk	3003a	Other	2	1	1	1	0.30	75,979.00	\$ 5,982	\$ 7,271	110001	461000		9100	22,794
Accounting Clerk	Accounting Clerk	3003a	Other	2	1	1	1	0.60	75,979.00	\$ 5,982	\$ 7,271	110001	461000		9200	45,587
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.15	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1100	8,292
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.10	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1211	5,528
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.13	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1212	7,187
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.20	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1220	11,057
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.15	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1231	8,292
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.05	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1232	2,764
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.05	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1233	2,764
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.02	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1234	1,106
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.05	55,283.00	\$ 4,517	\$ 5,490	110001	461000		1310	2,764
Court Clerk	Court Clerk 3	2001a	Other	2	1	1	1	0.10	55,283.00	\$ 4,517	\$ 5,490	110001	461000		2110	5,528
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.20	73,880.00	\$ 5,227	\$ 6,353	110001	461000		1100	14,776
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.10	73,880.00	\$ 5,227	\$ 6,353	110001	461000		1233	7,388
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.02	73,880.00	\$ 5,227	\$ 6,353	110001	461000		1234	1,478
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.30	73,880.00	\$ 5,227	\$ 6,353	110001	461000		1310	22,164
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.05	73,880.00	\$ 5,227	\$ 6,353	110001	461000		1330	3,694
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.05	73,880.00	\$ 5,227	\$ 6,353	110001	461000		2120	3,694
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.15	73,880.00	\$ 5,227	\$ 6,353	110001	461000		9100	11,082
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.10	73,880.00	\$ 5,227	\$ 6,353	110001	461000		9200	7,388
Supervising Court Clerk	Supervising Court Clerk	2001c	Other	2	1	1	1	0.03	73,880.00	\$ 5,227	\$ 6,353	110001	461000		9500	2,216
Court Clerk	Court Clerk 1	2001a	Other	2	1	1	1	0.15	42,244.00	\$ 3,130	\$ 3,806	110001	461000		1100	6,337
Court Clerk	Court Clerk 1	2001a	Other	3	1	1	2	0.30	42,244.00	\$ 3,130	\$ 3,806	110001	461000		1211	12,673
Court Clerk	Court Clerk 1	2001a	Other	3	1	1	2	0.30	42,244.00	\$ 3,130	\$ 3,806	110001	461000		1212	12,673
Court Clerk	Court Clerk 1	2001a	Other	3	1	1	2	0.05	42,244.00	\$ 3,130	\$ 3,806	110001	461000		1220	2,112
Court Clerk	Court Clerk 1	2001a	Other	3	1	1	2	0.15	42,244.00	\$ 3,130	\$ 3,806	110001	461000		1231	6,337
Court Clerk	Court Clerk 1	2001a	Other	2	1	1	1	0.05	42,244.00	\$ 3,130	\$ 3,806	110001	461000		1232	2,112
Administrative Assistant	Administrative Analyst	5001a	Other	2	1	1	1	0.15	51,093.00	\$ 3,976	\$ 4,832	110001	461000		2110	7,664
Administrative Assistant	Administrative Analyst	5001a	Other	2	1	1	1	0.50	51,093.00	\$ 3,976	\$ 4,832	110001	461000		2120	25,547
Administrative Assistant	Administrative Analyst	5001a	Other	2	1	1	1	0.15	51,093.00	\$ 3,976	\$ 4,832	110001	461000		9100	7,664
Administrative Assistant	Administrative Analyst	5001a	Other	2	1	1	1	0.20	51,093.00	\$ 3,976	\$ 4,832	110001	461000		9200	10,219

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Other Salary Driven Benefits Table																			
				Medicare	OASDI	WC	Other Insurance					Deferred Compensation	Other Benefits						
				910302	910301	912501	912701	913301	913501	913502	913699	912402	Type the desired GL number below. Review the GL tab for list of approved salary and benefit GLs.						
A	B	C	D	Medicare	OASDI	Workers' Compensation	Disability Insurance (SDI)	Unemployment Insurance	Life Insurance	Long-Term Disability	Other Insurance	Deferred Compensation	No GL Selected Select benefit from drop-down above	No GL Selected Select benefit from drop-down above	No GL Selected Select benefit from drop-down above	No GL Selected Select benefit from drop-down above	No GL Selected Select benefit from drop-down above	No GL Selected Select benefit from drop-down above	
1	Management Employees			1.450%	6.200%	0.000%	0.000%	0.400%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
2	Miscellaneous Clerical	Miscellaneous Employees	Stationary Operating Engr Local	1.450%	6.200%	0.000%	0.000%	0.370%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
3	Extra help	None		0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

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## Non-Salary Driven Benefits Table

Non-Salary Driven Benefits Table																								
				Health Insurance						WC	Other Insurance						Deferred Compensation	Other Benefits <i>Type the desired GL number below. Review the GL tab for list of approved salary and benefit GLs.</i>						
A	B	C	D	910501	910401	913601	910502	910510	J	912501	912701	913301	913501	913502	913699	912402	No GL Selected	No GL Selected	No GL Selected	No GL Selected	No GL Selected	No GL Selected	No GL Selected	
Employee Org. Row #	Employee Organizational Unit Name	Bargaining Unit Name	Union Name	Medical	Dental	Vision	Flexible Benefits	Combined Health	Total Health Insurance	Workers' Comp	Disability Insurance (SDI)	Unemployment Insurance	Life Insurance	Long-Term Disability	Other Insurance	Deferred Compensation	Select benefit from drop-down above	Select benefit from drop-down above	Select benefit from drop-down above	Select benefit from drop-down above	Select benefit from drop-down above	Select benefit from drop-down above	Select benefit from drop-down above	
1	Management Employees			\$ 15,017	\$ 618	\$ 104	\$ 7,140	\$ -	\$ 22,879	\$ 1,031	\$ -	\$ -	\$ 150	\$ -	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Miscellaneous Clerical	Miscellaneous Employees	Stationary Operating Engr Local	\$ 27,983	\$ 1,775	\$ 262	\$ 5,493	\$ -	\$ 35,513	\$ 1,031	\$ -	\$ -	\$ 150	\$ -	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	Extra help	None		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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## Retirement Benefits

A	B	C	D	E	F
Retirement Row #	Retirement Plan Code Number	Retirement Plan Name	Employer's Retirement Contribution Percentage	Employee Retirement Contribution Percentage Paid by Court	Total Court Contribution Rate ( D + E )
1	4601	CalPERS Sierra Classic	34.580%	0.000%	34.580%
2	4601	CalPERS Sierra PEPRA	26.670%	0.000%	26.670%
3	None	Extra Help Position	0.000%	0.000%	0.000%



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## Base Salary Adjustment Table

A	B	C	D	E	F	G	H	I
Row #	Employee Organizational Unit Name	Employee Org Row	Will Receive a Base Salary Adjustment this Fiscal Year? ("Yes", "No", or "Don't Know")	If "Yes" in Column D, Effective Date?	If "Yes" in Column D, Adjustment Type	If "Other" in Column F, Please Explain the Type of Adjustment	If "Don't Know" in Column D, On What Date Will Court Know If an Adjustment Will Be Made?	If "Yes" in Column D, Salary Adjustment %
1	Management Employees	1	No					0.00%
2	Miscellaneous Clerical	2	Yes	1/1/2025	NSI/COLA			4.00%
3	Extra help	3	Yes	1/1/2025	NSI/COLA			4.00%

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## Facilities

A	B	C
Facility Row #	Facility Code Number	Facility Name
1	1	Main Courthouse