MEMORANDUM

Date: May 18, 2022

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

From: Jan Leche  
County Administrator

Re: Personnel Action Form for Chuck Huckleberry

At the May 17 Board of Supervisors meeting, Supervisor Steve Christy requested a copy of Personnel Action Form (PAF) for former County Administrator Chuck Huckleberry. Attached is the PAF signed by Chair Bronson for Mr. Huckleberry 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
PERSONNEL ACTION/CHANGE FORM
COUNTY

Personal Information
4/6/2022 TER Termination - Resignation 000490
   Effective Date   Action / Action Reason   PCN
Charles Huckelberry 103172 County Administrator
First Name  Last Name  EIN  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
- Exempt  Non-Exempt  Supervisor

Employee Class
- Union Eligibility

Compensation
- Compensation Rate  -  Pay Rule
- Type of Employee  Exempt / Time Entry
- Type of Employee Non-Exempt / Time Entry
- Salary Grade  Type of Additional Pay
- Additional Pay Hourly Rate  Additional Pay End Date
- SAP Partial Hours  SAP Amount

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 N
- Return To Work

Comments:
Resignation

Signatures and Approvals
Prepared By: Trina Bergen  Phone No.: 520-724-2719  Date: 4-6-2022
Approved By:   Date: 04/08/2022
HR Review By:   Date:
County Administrator:  (When Required)

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

Revision: 11/22/2021