## **HUMAN RESOURCES DEPARTMENT**

## MEMORANDUM OF PERSONNEL TRANSACTIONS

## \* PERSONNEL ACTION CODE:

DATE: November 21, 2023

A- Appointment

R-Reclassification

T - Transfer

E- End of Probation

P - Promotion

S - Separation

D - Demotion

O – Other

## TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Schultz, Jordan	County Sheriff	11-06-23	Jail Sergeant	\$35.52/hour	23%=\$6.75/hr	Р	Promotion from Civilian Jailer to Jail Sergeant.
Newton, Jackson	County Sheriff	11-13-23	Civilian Jailer			S	Resignation.
Jorgensen, Corey	Building Services	11-27-23	Maintenance Technician	\$22.25/hour		A	Job Vacancy Posted 8-16-23. Entry Level Salary: \$20.53/hour.
Harmon, Hayden	County Sheriff	11-27-23	Civilian Jailer	\$24.95/hour		A	Job Vacancy Posted 10-18-23. Entry Level Salary: \$23.97/hour.
Vanderschaaf, Tristen	County Sheriff	11-27-23	Civilian Jailer	\$24.95/hour		A	Job Vacancy Posted 10-4-23. Entry Level Salary: \$23.97/hour.
Trowbridge, Michael	Juvenile Detention	11-27-23	The above	and foregoing on submitted d of as follows: VO NOV 2	TE	R	Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3.
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APPROVED BY BOARD DATE:

MELISSA THOMAS, HR DIRECTOR:

Kelissa Thomas HR Ducker