

**HUMAN RESOURCES DEPARTMENT**  
**MEMORANDUM OF PERSONNEL TRANSACTIONS**

**DATE:** May 7th, 2024

**\* PERSONNEL ACTION CODE:**  
 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  |
|-------------------|--------------------|----------------|---|------------------|--------------|---|--|
| Bockenstedt, Drew | Attorney           | 5-3-2024       | County Attorney<br>2 <sup>nd</sup> Deputy |                  |              | S |  |
| Little, Adam      | Sheriff's Office   | 5-13-2024      | Civilian Jailer                           | \$25.95/hour     | 4%=1.00/hr   | R | Per CWA:<br>From 2 <sup>nd</sup> Class<br>to 1 <sup>st</sup> Class.<br>Anniversary<br>Date 5/20/2024     |
| Nelson, Katie     | Sheriff's Office   | 5-13-2024      | Custodian                                 | \$19.64/hour     | 6%=1.14/hr   | R | Per ASFCME<br>Courthouse:<br>Step Increase<br>from Step 3 to<br>Step 4.<br>Anniversary<br>Date 5/16/2024 |
| Britton, Andrew   | Juvenile Detention | 5-27-2024      | PT Youth<br>Worker                        | \$22.26/hour     | 4%=\$0.85/hr | R | Per ASFCME<br>Juvenile: Step<br>Increase from<br>Step 1 to Step<br>2. Anniversary<br>Date 5/29/2024      |
| Britton, Andrew   | Juvenile Detention | 5-10-2024      | FT Youth<br>Worker                        | \$21.41/hour     |              | T | Transfer from<br>PT to FT. In<br>House Job<br>Vacancy<br>Posted on<br>4/10/2024.                         |
| Rayevich, Jesse   | Secondary Roads    | 5-13-2024      | Motor Grader<br>Operator                  | \$27.76/hour     | 3%=0.83/hr   | E | End of 6<br>Month<br>Probationary<br>Period on<br>5/15/2024  |
| Jensen, Brenda    | Building Services  | 5-1-2024       | Custodian                                 |                  |              | S |  |
| Walker, Isaiah    | Sheriff's Office   | 5-20-2024      | Civilian Jailer                           | \$23.97/hour     |              | A | Job Vacancy<br>Posted 12-20-<br>2023.<br>Entry Level<br>Salary: \$23.97                                  |

The above and foregoing  
 having been submitted  
 is disposed of as follows:

**VOTE**  
**MAY 07 2024**

**APPROVED BY BOARD DATE:** \_\_\_\_\_ **OK** \_\_\_\_\_ **NO** \_\_\_\_\_

**MELISSA THOMAS, HR DIRECTOR:** Melissa Thomas **OK** \_\_\_\_\_ **NO** \_\_\_\_\_

HR Director **OK** \_\_\_\_\_ **NO** \_\_\_\_\_

\_\_\_\_\_ **OK** \_\_\_\_\_ **NO** \_\_\_\_\_

\_\_\_\_\_ **OK** \_\_\_\_\_ **NO** \_\_\_\_\_

\_\_\_\_\_ **OK** \_\_\_\_\_ **NO** \_\_\_\_\_