

1a
10/15/24

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

*** PERSONNEL ACTION CODE:**

- A- Appointment
- T - Transfer
- P - Promotion
- D - Demotion
- R-Reclassification
- E- End of Probation
- S - Separation
- O - Other

DATE: October 15th, 2024

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Singh, Mansanwal	Attorney's Office	09-30-2024	Assistant County Attorney			S	Declined Position Prior to Start Date.
Trowbridge, Michael	Juvenile Detention	10-14-2024	Youth Worker-FT	\$23.72/hour	0%	T	Transfer from PT to FT. In House Job Vacancy Posted on 9/25/2024.
Brass, Trevor	Attorney's Office	10-14-2024	Assistant County Attorney	\$106,602.00/year	12%=\$11,578/year	R	Reclassification According to the Oct 2024 MOU.
DeMers, Andrew	Attorney's Office	10-14-2024	Assistant County Attorney	\$83,055.00/year	5%=\$3,986/year	R	Reclassification to Step 1. According to County Attorney and Oct 2024 MOU.
Messerschmidt, Haley	Attorney's Office	10-14-2024	Assistant County Attorney	\$110,591.00/year	8%=\$7,978/year	R	Reclassification According to the Oct 2024 MOU.
Metzgar, Matthew	Attorney's Office	10-14-2024	Assistant County Attorney	\$106,602.00/year	12%=11,578/year	R	Reclassification According to the Oct 2024 MOU.
Metzgar, Matthew	Attorney's Office	10-14-2024	Assistant County Attorney	\$110,591.00/year	4%=\$3,989/year	R	Move from Step 6 to Step 7. Anniversary Date: 10/18/24

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

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: _____

VOTE

OCT 15 2024

OK Lawrence NO _____
 OK [Signature] NO _____
 OK [Signature] NO _____
 OK [Signature] NO _____
 OK _____ NO _____