

36.06 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: February 25th, 2025

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
McCollum, Jacob	Sheriff's Office	02-13-2025	Civilian Jailer			S	Resignation
Forsell, Ronald	Attorney's Office	02-26-2025	Assistant County Attorney	\$116,303.00/year		A	Job Vacancy Posted on 10/15/24. Entry Level Salary \$116,303.00/yr
Messerschmidt, Haley	Attorney's Office	03-03-2025	Assistant County Attorney	\$116,303.00/year	4%=\$4,053.00/year	R	Per AFSCME Attorney- Move from Step 7 to Step 8. Anniversary Date: 3/15/25
Chagolla, Angel	Sheriff's Office	03-03-2025	Deputy	\$36.06/hour	6%=\$2.20/hour	R	Per CWA Deputy - Move from 1 st Class to Senior. Anniversary Date: 3/9/25
Pope, Jeremy	Sheriff's Office	03-03-2025	Civilian Jailer	\$25.57/hour	4%=\$1.00/hr	R	Per CWA Civilian - Move from 3 rd Class to 2 nd Class. Anniversary Date: 3/7/25
Guevara, Tina	Treasurer	03-03-2025	Clerk II	\$20.14/hour	5%=\$0.90/hr	R	Per AFSCME Courthouse- Move from Step 1 to Step 2. Anniversary Date 3/6/25
Sievers, Laura	Secondary Roads	03-03-2025	County Engineer	\$170,000.00/year	2%=\$3,140.00/year	O	Completion of 6 months. Increase as agreed to in offer of employment.
Quade, Amanda	Sheriff's Office	03-03-2025	Civilian Jailer	\$29.78/hour	11%=\$2.92/hr	R	Per CWA Civilian- Move from 1 st Class to Senior. Anniversary Date: 3/16/25
Erdmann, Jake	Sheriff's Office	03-10-2025	Deputy	\$29.13/hour	19%=\$4.56/hr	T	Transfer from Civilian Jailer to Deputy.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas

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

VOTE

FEB 25 2025

OK	<u>James A. Smith</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	_____	NO	_____

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