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HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: June 29, 2021

*** PERSONNEL ACTION CODE:**

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

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Ryan, Colin	Secondary Roads	6-28-21	Assistant County Engineer	\$97,238/year	40%= \$27,903/year	P	Promotion from Civil Engineer Intern to Assistant County Engineer.
Zahnley, Dawn	Emergency Services	6-30-21	Clerk II	\$28.80/hour		R	Temporary Wage Increase.
Fitch, Jill	County Sheriff	7-02-21	P/T Courthouse Safety & Security Officer			S	Resignation.
Perez, Mark	County Sheriff	9-01-21	Civilian Jailer			S	Retirement.
The above and foregoing having been submitted is disposed of as follows:							
VOTE							
JUN 29 2021							
OK						NO	
OK						NO	
OK						NO	
OK						NO	
OK						NO	

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas

From: Melissa Thomas
Sent: Tuesday, June 22, 2021 5:53 PM
To: Lisa Anderson
Subject: Fwd: Assistant County Engineer

Sent from my iPhone

Begin forwarded message:

From: Mark Nahra <mnahra@woodburycountyiowa.gov>
Date: June 22, 2021 at 5:01:13 PM CDT
To: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Subject: Assistant County Engineer

Melissa,

We received one application from an existing employee for the position of assistant County Engineer. Colin Ryan has requested consideration for the opening. He is qualified for the position and I recommend his promotion to fill the vacancy.

Mark Nahra
Woodbury County Engineer