

9a
07/19/16

HUMAN RESOURCES DEPARTMENT
MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: July 19, 2016

*** 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
Tuttle, Erica	County Treasurer	5-23-16	Percentage Deputy	\$21.00/hour (5-23-16 thru 6-30-16) \$21.63/hour (7-1-16 Wage)	20%=\$3.69/hr	P	Promotion to 55% Percentage Deputy Retro to 5-23-16.
Haefs, Toni	County Sheriff	7-20-16	Clerk II	\$15.64/hour		A	Job Vacancy Posted 6-6-16. Entry Level Salary: \$15.64/hour.
Widman, Joshua	County Attorney	7-26-16	Asst. County Attorney	\$78,917/year	3.8%=\$2,953/year	R	Per Wage Plan comparability with AFSCME Asst. County Attorney Contract, from Step 7 to Step 8.
Verzani, Matthew	County Attorney	7-27-16	Asst. County Attorney	\$70,346/year	4%=\$2,955/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 5 to Step 6.
Bertrand, Joel	County Sheriff	8-04-16	P/T Courthouse Safety & Security Officer	\$18.12/hour	5%=\$.94/hour	R	Per Wage Comparability with AFSCME Courthouse Contract, from Grade 3/Step 3 to Grade 3/Step 4.
Lieber, Jesse	Juvenile Detention	8-06-16	Youth Worker	\$23.87/hour	5%=\$1.27/hour	R	Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 4 to Grade 1/Step 5.
						VOTE	JUL 19 2016

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

APPROVED BY BOARD DATE:

ED GILLILAND, HR DIRECTOR:

OK James Taylor NO _____
 OK David Clark NO _____
 OK Ed Gilliland NO _____
 OK Mark Brown NO _____
 OK Jackie Smith NO _____

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County
FROM: Ed Gilliland, Human Resources Director
SUBJECT: Memorandum of Personnel Transactions
DATE: July 19, 2016

For the July 19, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Treasurer, Sr. Clerk Promotion to % Deputy retro to 5-23-16.
- 2) County Sheriff Clerk II, Appointment.
- 3) Asst. County Attorney, from Step 7 to Step 8.
- 4) Asst. County Attorney, from Step 5 to Step 6.
- 5) County Sheriff P/T Courthouse Safety & Security Officer, from Step 3 to Step 4.
- 6) Juvenile Detention Youth Worker, from Step 4 to Step 5.

Ed G.

Thank you

To: Woodbury County Board of Supervisors
From: Michael Clayton
Date: July 14, 2016
Subject: Making appointment of Erica Tuttle retroactive

 COPY

I am requesting permission to make Erica Tuttle's appointment to deputy retroactive to 5/23/2106.

Thank you for your time and consideration.



Michael R. Clayton
Woodbury County Treasurer

cc Human Resources