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12/15/15

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: December 15, 2015

*** 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
Richtermeier, Raymond	Secondary Roads	12-21-15	Temporary Equipment Operator	\$21.13/hour		A	Not to exceed 120 days.
Nelson, Brenda	Auditor/Recorder	12-26-15	Clerk II	\$16.76/hour	5%=\$.80/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 2 to Grade 3/Step 3.
Harlow, Todd	County Sheriff	1-01-16	Lieutenant	\$67,094/year	3%=\$2,111/yr	R	Per Wage Plan Matrix, 6 month Salary Increase.
Erickson-Puttman, Patty	Social Services	1-01-16	Coordinator	\$77,000/year	-17%=-\$15,936/yr	R	
The above and foregoing having been submitted is disposed of as follows:							
DEC 15 2015							
VOTE							
For Personnel Transactions #1-3				OK	<i>[Signature]</i>	NO	_____
				OK	<i>[Signature]</i>	NO	_____
				OK	<i>[Signature]</i>	NO	_____
				OK	<i>[Signature]</i>	NO	_____
				OK	<i>[Signature]</i>	NO	_____

APPROVED BY BOARD DATE:

ED GILLILAND, HR DIRECTOR

[Signature: Ed Gilliland]

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

DEC 15 2015

VOTE

- OK *[Signature]* NO _____
- OK *[Signature]* NO _____
- OK *[Signature]* NO _____
- OK _____ NO _____
- OK _____ NO _____

For Personnel Transaction #4



WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County

FROM: Ed Gilliland, Human Resources Director
Gloria Mollet, Human Resources Assistant Director

SUBJECT: Memorandum of Personnel Transactions

DATE: December 15, 2015

For the December 15, 2015 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Secondary Roads Temporary Equipment Operator, Appointment.
- 2) County Auditor Recorder Clerk II, from Grade 3/Step 2 to Grade 3/Step 3.
- 3) County Sheriff Lieutenant, 6 month Salary Increase.
- 4) Social Services Coordinator, Salary Change.

Thank you