

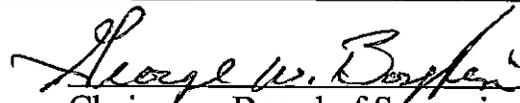
HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

4C
09/02/14

DATE: September 2, 2014

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Deputy Sheriff	CWA Deputy Sheriff: \$21.12/hour	X	
	*Please see attached memo of explanation.			


Chairman, Board of Supervisors

To the Board of Supervisors,

We wish bring the following for discussion and action to enable us to fill the position of Deputy Kevin West. He retires today August 29, 2014.

The Sheriff urgently needs to fill this position. The hiring is done from a list of civil service candidates. We were down to 2 remaining people on the list and one has voluntarily withdrawn. Michael Lenz is the remaining candidate, a current employee and an employee the Sheriff believes would be good in this position. We are asking for discussion and action to gain approval so he will be able to start in the academy on Tuesday September 2. Without approval he would not be able to attend the academy until after January 1, 2015. Please allow us to send Mr. Lenz to the academy.

Thank you!

A handwritten signature in black ink, appearing to read "Scott Drew". The signature is written in a cursive, flowing style.