

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/03/2024 Weekly Agenda Date: 10/08/2024

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Melissa Thomas HR Director

**WORDING FOR AGENDA ITEM:**

Approval to add a lead custodian position to the Building Services department

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Staffing requirements have changed due to the opening of the new Law Enforcement Center, adding another lead custodian position is one of those changes.

**BACKGROUND:**

Once this position is filled the custodian position budgeted for will not be back filled and eventually deauthorized.

**FINANCIAL IMPACT:**

The financial impact would be \$2017.60, and this can be covered by the current budget.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Approve the motion

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve and authorize and hiring of Building Services lead custodian position.