HUMAN RESOURCES DEPARTMENT

3a
07/22/14

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: July 22, 2014

*** PERSONNEL ACTION CODE:**

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

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Miller, Melissa	Human Resources	7-23-14	Safety/Risk Coordinator	$19.62/hour	19%=$3.19/ hour	P	Job Vacancy Posted 7-2-14. Entry Level Salary: $19.62/hour.
Tuttle, Erica	County Treasurer	7-23-14	Senior Tax Clerk	$16.44/hour		A	Job Vacancy Posted 6-12-14. Entry Level Salary: $16.44/hour.
Pottebaum, Martin	Human Resources	7-24-14	Courthouse Security Supervising Officer	$38,000/year		A	Job Vacancy Posted 6-4-14. Entry Level Salary: $35,000-$42,000/year.
Peterson, Todd	County Sheriff	8-02-14	Deputy	$28.74/hour	9.9%=$2.60/ hour	R	Per CWA Deputy Sheriff Contract agreement, from Senior Class to Master Class.
				This above and foregoing having been submitted is disposed of as follows:			

JUL 22 2014

APPROVED BY BOARD DATE: _____ VOTE

OK George W. Boyken NO _____

OK _____ NO _____

OK _____ NO _____

OK _____ NO _____

OK _____ NO _____

GLORIA MOLLET, ASST. DIRECTOR: Gloria Mollet