

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: March 1, 2022

**\* 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
Holsinger, Kenzie	Juvenile Detention	2-18-22	P/T Youth Worker			S	Separation.
Ortiz, Erick	Juvenile Detention	2-19-22	P/T Youth Worker			S	Separation.
Pope, Jeremy	County Sheriff	3-07-22	Civilian Jailer	\$21.02/hour		A	Job Vacancy Posted 1-26-22. Entry Level Salary: \$21.02/hour.
Quade, Amanda	County Sheriff	3-07-22	Civilian Jailer	\$22.76/hour	4%=\$.88/hour	R	Per CWA Civilian Officers Contract agreement, from Class 2 to Class 1.
The above and foregoing having been submitted is disposed of as follows:							
VOTE							
MAR 0 1 2022							
			OK <u>[Signature]</u>			NO _____	
			OK <u>[Signature]</u>			NO _____	
			OK <u>[Signature]</u>			NO _____	
			OK <u>[Signature]</u>			NO _____	
			OK <u>[Signature]</u>			NO _____	

APPROVED BY BOARD DATE: \_\_\_\_\_

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas