

**HUMAN RESOURCES DEPARTMENT**

**MEMORANDUM OF PERSONNEL TRANSACTIONS**

**\* PERSONNEL ACTION CODE:**

**DATE:** December 20, 2022

- 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
Delaney, Brigid	County Sheriff	12-21-22	Civilian Jailer	\$31.26/hour	15%=\$4.06/hr	T	Position Transfer from Warrant Clerk III to Civilian Jailer.
De La Roca, Juan	Juvenile Detention	12-21-22	P/T Youth Worker	\$20.89/hour		A	Job Vacancy Posted 3-30-22. Entry Level Salary: \$20.89/hour.
Henningfeld, Sheila	County Sheriff	12-26-22	Clerk III	\$23.74/hour	3.4%=\$.79/hr	R	Per AFSCME Courthouse Contract agreement, from Grade 5/Step 2 to Grade 5/Step 3.
Rowe, Madison	Juvenile Detention	12-30-22	P/T Youth Worker	\$20.89/hour		A	Job Vacancy Posted 12-7-22. Entry Level Salary: \$20.89/hour.
Jennings, Patrick	County Attorney	12-31-22	County Attorney			S	End of Elected Term of Office.
Wright, Justin	Board of Supervisors	12-31-22	Board Member			S	End of Elected Term of Office.
Loomis, James	County Attorney	12-31-22	Assistant Co. Attorney			S	Separation to assume Elected Office.
Loomis, James	County Attorney	1-01-23	County Attorney	\$150,467.40/year \$5,572.87/ bi-weekly		A	Elected County Attorney.
Bittinger, Daniel	Board of Supervisors	1-01-23	Board Member	\$37,040.71/year \$1,371.88/ bi-weekly		A	Elected Official.
Mouw, Jon	Building Services	1-09-23	Maintenance Technician	\$22.86/hour	5%=\$1.15/hr	R	Per AFSCME Courthouse Contract agreement, from Grade 4/Step 3 to Grade 4/Step 4.

Fairbanks, Chad	County Sheriff	12-15-22	Civilian Jailer			S	Resignation.
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APPROVED BY BOARD DATE: \_\_\_\_\_

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas HR Director

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

VOTE

DEC 20 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	_____