

60a

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: March 7, 2023

*** 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
Blanchard, Lee	County Sheriff	3-06-23	Civilian Lieutenant	\$87,349.05/year \$3,235.15/ bi-weekly	17%=\$469.55 /bi-weekly	P	Promotion from Jail Sergeant to Civilian Lieutenant.
Vanderschaaf, Tristen	County Sheriff	3-06-23	Jail Sergeant	\$34.57/hour	29%=\$10.29/ hr	P	Promotion from Civilian Jailer to Jail Sergeant.
Gilreath, Jacob	Secondary Roads	3-13-23	P/T Civil/ Construction Engineer Intern	\$34.13/hour		A	Job Vacancy Posted 7-28-22. Entry Level Salary: \$69,334-\$73,000/year.
Schmitz, Kenneth	Building Services	3-20-23	Director	\$111,452.76/year \$4,127.88/ bi-weekly	3.8%= \$4,127.88/yr	R	Other.
Harlow, Todd	County Sheriff	3-20-23	Civilian Captain	\$106,735.12/year \$3,953.17/ bi-weekly	3.8%= \$3,953.17/yr	R	Other.
Thomas, Melissa	Human Resources	3-20-23	Director	\$101,769.23/year \$3,769.23/ bi-weekly	3.8%= \$3,769.23/yr	R	Other.
Hinrickson, Kelsey	County Treasurer	3-27-23	Clerk II	\$18.22/hour		A	Job Vacancy Posted 1-18-23. Entry Level Salary: \$18.22/hour.

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

VOTE

MAR 07 2023

OK _____

OK _____

OK _____

OK _____

OK _____

OK _____

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: _____

Melissa Thomas HR Director