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# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: August 1, 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
Kessel, Jonah	County Sheriff	7-25-23	Civilian Jailer			S	Resignation.
Gill, Cade	County Sheriff	8-01-23	Civilian Jailer			S	Resignation.
Arroyo, Stephanie	County Attorney	8-02-23	Clerk II	\$18.68/hour		A	Job Vacancy Posted 6-14-23. Entry Level Salary: \$18.68/hour.
Perez, Mark	County Sheriff	8-21-23	P/T Courthouse Safety & Security Officer	\$20.52/hour	5%=\$.97/hour	R	Per Wage Plan comparability with AFSCME Courthouse Contract, from Grade 3/Step 2 to Grade 3/Step 3.

APPROVED BY BOARD DATE:

The above and foregoing having been submitted

is disposed of as follows:

MELISSA THOMAS, HR DIRECTOR:

*Melissa Thomas* HR Director  
VOTE

AUG 01 2023

OK *[Signature]* NO \_\_\_\_\_

OK *[Signature]* NO \_\_\_\_\_

OK *[Signature]* NO \_\_\_\_\_

OK *[Signature]* NO \_\_\_\_\_

OK *[Signature]* NO \_\_\_\_\_