

lca

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: August 8, 2023

**\* 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
Salberg, Suzanne	County Treasurer	8-09-23	Clerk II	\$18.68/hour		A	Job Vacancy Posted 3-15-23. Entry Level Salary: \$18.68/hour.
Byers, Jason	Secondary Roads	8-09-23	Equipment Operator	\$27.46/hour	-1%=-\$.30/hour	T	Transfer from Motor Grader to Equipment Operator.
Dawson, David	County Attorney	8-21-23	Assistant County Attorney	\$116,144/year	6.7%=\$7,362/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 11 to Step 12.
Venable-Ridley, Cornelia	County Attorney	8-21-23	Assistant County Attorney	\$108,782/year	3.5%=\$3,659/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 10 to Step 11.
Thompson, McKenzie	County Attorney	8-21-23	Legal Secretary III	\$27.88/hour	9%=\$2.31/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 5/Step 4 to Grade 5/Step 5.
Edwards, Caleb	County Sheriff	8-21-23	Sheriff Deputy	\$34.84/hour	6.5%=\$2.15	R	Per CWA Deputy Sheriff's Contract agreement, from Class 1 to Senior Class.

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

**VOTE**

APPROVED BY BOARD DATE:

8/8/2022

**AUG 08 2023**

MELISSA THOMAS, HR DIRECTOR:

OK Melissa Thomas NO \_\_\_\_\_  
 OK [Signature] NO \_\_\_\_\_  
 OK [Signature] NO \_\_\_\_\_  
 OK [Signature] NO \_\_\_\_\_  
 OK [Signature] NO \_\_\_\_\_