HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

* PERSONNEL ACTION CODE:

DATE: August 15, 2023

A- Appointment

R- Reclassification

T - Transfer

E- End of Probation

P - Promotion D - Demotion

S - Separation O - Other

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
County Sheriff	3-20-23	Sheriff Deputy	\$34.84/hour	6.5%=\$2.13/ hour	R	Per CWA Deputy Sheriff Contract agreement, from Class 1 to Senior Class due to 4 years employment and Bachelor's Degree.
County Treasurer	8-01-23	Clerk II			S	Resignation.
County Attorney	8-09-23	Clerk II			S	Resignation.
County Attorney	9-01-23	Assistant County Attorney			S	Resignation.
County Sheriff	9-05-23	Civilian Jailer ha	ne above and faving been sub disposed of a	orego ing mitted s follows:	A	Job Vacancy posted 6-21-23. Entry Level Salary: \$23.97/hour.
County Sheriff	9-05-23	Civilian Jailer	\$23.97/hour	VOTE	А 023	Job Vacancy posted 6-21-23. Entry Level Salary: \$23.97/hour.
			24			NO
			1	int		NO
	County Sheriff County Treasurer County Attorney County Attorney County Sheriff	County Sheriff 3-20-23 County Treasurer 8-01-23 County Attorney 9-01-23 County Sheriff 9-05-23	County Sheriff 3-20-23 Sheriff Deputy County Treasurer 8-01-23 Clerk II County Attorney 8-09-23 Clerk II County Attorney 9-01-23 Assistant County Attorney County Sheriff 9-05-23 Civilian Jailer Tourist County Sheriff Population County Attorney County Sheriff Population Clerk II County Attorney Population County Attorney County Sheriff Population Clerk II County Sheriff Population	County Sheriff Date JOB TITLE REQUESTED County Sheriff Sa-20-23 Sheriff Deputy \$34.84/hour County Treasurer 8-01-23 Clerk II County Attorney 8-09-23 Clerk II County Attorney 9-01-23 Assistant County Attorney County Sheriff 9-05-23 Civilian Jailer The above and is disposed of a	DEPARTMENT DATE JOB TITLE REQUESTED (NCREASE) County Sheriff 3-20-23 Sheriff Deputy S34.84/hour 6.5%=\$2.13/hour County Attorney 8-09-23 Clerk II County Attorney 9-01-23 Assistant County Attorney County Sheriff 9-05-23 Civilian Jailer Aving been submitted disposed of as follows: County Sheriff 9-05-23 Civilian Jailer S23.97/hour VOTE AUG 15 2	DEPARTMENT DATE JOB TITLE REQUESTED % * INCREASE County Sheriff 3-20-23 Sheriff Deputy \$34.84/hour 6.5%=\$2.13/ hour County Treasurer 8-01-23 Clerk II S County Attorney 8-09-23 Clerk II S County Attorney 9-01-23 Assistant County Attorney S County Sheriff 9-05-23 Civilian Jailer The above and foregoing having been submitted is disposed of as follows: County Sheriff 9-05-23 Civilian Jailer \$23.97/hour VOTE A AUG 1.5 2023

APPROVED BY BOARD DATE:

MELISSA THOMAS, HR DIRECTOR:

Melessa Herman HR Ducker