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10/31/23

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: October 31, 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
Cox, Katrina	County Treasurer	11-01-23	Clerk II	\$18.68/hour		A	Job Vacancy Posted 7-26-23. Entry Level Salary: \$18.68/hour.
Gilreath, Jacob	Secondary Roads	11-13-23	Civil Engineer Intern	\$3,010.52/ bi-weekly	5.75%= \$163.69/ bi-weekly	R	Per Wage Plan Matrix, 6 month Salary Increase.

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  
OCT 31 2023

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