

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: December 12, 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
Taylor, Jeremy	Board of Supervisors	12-05-23	Board Member	\$40,744.78/year	0%	T	Transfer from Board Vice Chair to Board Member.
Nelson, Mark	Board of Supervisors	12-05-23	Board Vice Chair	\$40,744.78/year	0%	T	Transfer from Board Member to Board Vice Chair.
Ritchie, Stacy	Human Resources	12-11-23	Senior Clerk	\$25.88/hour	10%=\$2.45/hr	R	Per Wage Plan comparability with AFSCME Courthouse Contract, from Grade 4/Step 4 to Grade 4/Step 5.
Gates, Kyle	Secondary Roads	12-25-23	Assistant to County Engineer	\$3,938.05/bi-weekly	5.75%=\$214.13/bi-weekly	R	Per Wage Plan Matrix, 6 month Salary Increase.
Lauters, Dean	County Sheriff	12-25-23	P/T Courthouse Safety & Security Officer	\$21.65/hour	5.5%=\$1.13/hour	R	Per Wage Plan comparability with AFSCME Courthouse Contract, from Grade 3/Step 3 to Grade 3/Step 4.
Henningfeld, Sheila	County Sheriff	12-25-23	Clerk III	\$25.57/hour	5%=\$1.24/hr	R	Per AFSCME Courthouse Contract agreement, from Grade 5/Step 3 to Grade 5/Step 4.
Uhl, Randy	County Sheriff	12-25-23	Civilian Lieutenant	\$3,595.45/bi-weekly	3.25%=\$113.18/bi-weekly	R	Per Wage Plan Matrix, 3 year Salary Increase.

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

VOTE 12 2023

APPROVED BY BOARD DATE:

MELISSA THOMAS, HR DIRECTOR:

OK \_\_\_\_\_ NO \_\_\_\_\_

*Melissa Thomas* OK \_\_\_\_\_ NO \_\_\_\_\_

OK \_\_\_\_\_ NO \_\_\_\_\_

OK \_\_\_\_\_ NO \_\_\_\_\_

OK *Lance A. Payne* NO \_\_\_\_\_