

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

4a
7/29/25

DATE: July 29, 2025

*** 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 |
|--|--------------------|----------------|------------------------|------------------|--------------|---|--|
| Chytka, Ryan | Building Services | 07-22-2025 | Project Supervisor | | | S | Position Eliminated |
| Johnson, Dustin | Building Services | 07-24-2025 | Maintenance Technician | \$24.11/hour | 2%=\$0.50/hr | R | Obtained Asbestos Certification on 07/24/25. |
| Evans, Melissa | Treasurer | 08-04-2025 | Clerk II | \$20.74/hour | 5%=\$0.92/hr | R | Per AFSCME Courthouse: Move from Step I to Step 2. Anniversary Date: 8/5/25. |
| The above and foregoing having been submitted is disposed of as follows: | | | | | | | |
| VOTE | | | | | | | |
| JUL 29 2025 | | | | | | | |
| OK | <u>[Signature]</u> | | | NO | | | |
| OK | <u>[Signature]</u> | | | NO | | | |
| OK | <u>[Signature]</u> | | | NO | | | |
| OK | | | | NO | | | |

APPROVED BY BOARD DATE: OK [Signature] NO _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas HR Director