

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: August 19, 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
Ruiz, Marvin	Sheriff's Office	08-04-2025	Civilian Jailer	\$28.20/hour	5%=\$1.22/hr	R	Per CWA Civilian Contract: Article XVI Section 4. Move from 2 nd Class to 1 st
Gonzalez, Haley	Sheriff's Office	08-04-2025	Civilian Jailer	\$26.98/hour	4%=\$0.94/hr	R	Per CWA Civilian Contract: Article XVI Section 4. Move from 3 rd Class to 2 nd
Bui, Le	Juvenile Detention	08-20-2025	Youth Worker -- PT Temp	\$22.71/hour		A	Job Vacancy Posted on 5/28/25. Entry Level Salary \$22.71/hour
Houts, Glen	Rolling Hills	08-25-2025	Mental Health Advocate - PT	\$30.00/hour		A	Job Vacancy Posted on 6/25/2025. Entry Level Salary \$25.00/hour

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

APPROVED BY BOARD DATE: _____

VOTE

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas
HR Director

AUG 19 2025

OK	<i>[Signature]</i>	NO	_____
OK	<i>[Signature]</i>	NO	_____
OK	<i>[Signature]</i>	NO	_____
OK	<i>[Signature]</i>	NO	_____
OK	<i>[Signature]</i>	NO	_____