

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: February 10, 2026

*** 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

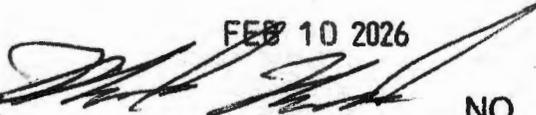
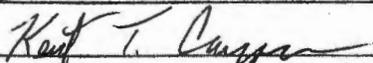
NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Seger, Tamara	Veteran Affairs	01-30-2026	Clerk II - PT			S	Resigned
Lewis, Sage	Sheriff's Office	02-03-2026	Deputy			S	Resigned
Kisner, Nathaniel	Sheriff's Office	02-16-2026	Civilian Jailer	\$26.98/hour	4%=\$0.94/hr	R	Per CWA Civilian: Move from 3 rd Class to 2 nd Class. Anniversary Date: 2/20/26
Mosqueda, Maria	Building Services	02-16-2026	Custodian	\$18.68/hour	5%=\$0.87/hr	R	Per AFSCME Courthouse: Move from Step 1 to Step 2. Anniversary Date: 2/22/26
Alfredson, Adam	Juvenile Detention	02-16-2026	Youth Worker	\$24.43/hour	3%=\$0.81/hr	R	Per AFSCME Juvenile: Move from Step 2 to Step 3. Anniversary Date: 2/22/26
Perez, Mark	Sheriff's Office	02-16-2026	Courthouse Safety & Security	\$25.41/hour	11%=\$2.44/hr	R	Per AFSCME Courthouse: Move from Step 4 to Step 5. Anniversary Date: 2/24/26
Forsell, Ronald	Attorney's Office	02-16-2026	Assistant County Attorney	\$132,379.00/year	7%=\$8,390.00/yr	R	Per AFSCME Attorney: Move from Step 9 to Step 10. Anniversary Date: 2/26/26
Cox, Katrina	Treasurer	02-16-2026	Clerk III	\$24.95/hour	10%=\$2.21/hr	P	Promoted to Clerk III

Melissa Thomas
HR Director

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

VOTE

FEB 10 2026

OK		NO	_____
OK		NO	_____
OK		NO	_____
OK		NO	_____
OK	_____	NO	_____

WOODBURY COUNTY TREASURER'S OFFICE



Tina M. Bertrand, Treasurer

822 Douglas St, Room 102
Sioux City, IA 51101

Motor Vehicle: 712-279-6500
Property Tax: 712-279-6495
DNR: 712-279-6492
Fax: 712-279-6493

February 5, 2026

Melissa Thomas
Woodbury County
Human Resources Director
620 Douglas St
Sioux City, IA 51101

Melissa,

The Treasurer's Office has completed the review of applicants for the open Treasurer's Clerk III position including interviews, questionnaires and skill testing. Please accept this as a written request for board approval of the following personnel transactions:

1. Katrina Cox as AFSCME Clerk III

We request that this change be effective as of February 16, 2026, or a mutually agreed upon date that aligns with the beginning of a pay period so long as the start date is no later than February 23, 2026.

Following approval of the change noted above, we are requesting authorization to initiate hiring of a senior clerk that is now vacant due to the promotion of Katrina Cox to the Clerk III position.

If you have any questions, please contact me at 712-279-6495.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Tina M. Bertrand".

Tina M. Bertrand
Woodbury County Treasurer