6a
6/16/24

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: June 16, 2026

*** 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
Foreman, Cassie	Sheriff's Office	06-17-2026	Clerk III	$24.95/hour		A	Job Vacancy Posted on 4/8/26. Entry Level Salary $24.95/hr
McGill, Eric	Secondary Roads	06-17-2026	Summer Laborer	$17.00/hour		A	Job Vacancy Posted on 2/25/26. Entry Level Salary $18.00. Not to Exceed 120 Days.
Dunnington, Collin	Secondary Roads	06-19-2026	Summer Laborer			S	End of Temp Appointment.
Gates, Kyle	Secondary Roads	06-22-2026	Assistant to the County Engineer	$4,432.31/bi-weekly	6%=$254.43/ bi-weekly	R	Per Wage Plan Matrix - 3 Year Increase. COLA Included. Anniversary Date: 6/26/26
McCormick, Timothy	Secondary Roads	06-22-2026	District Foreman	$3,556.11/bi-weekly	5%=$173.51/ bi-weekly	R	Per Wage Plan Matrix – 6 Year Increase. COLA Included. Anniversary Date: 6/26/26
Guevara, Tina	Treasurer	06-22-2026	Senior Clerk	$23.61/hour	4%=$0.87/hr	R	Per AFSCME Courthouse – Move to Step 3. Anniversary Date: 7/1/26
Griffith, Scott	Treasurer	06-22-2026	Clerk III	$25.81/hour	3%=$0.86/hr	R	Per AFSCME Courthouse – Move to Step 3. Anniversary Date: 7/1/26
Perez-Ariza, Adair	Treasurer	06-22-2026	Clerk III	$25.81/hour	3%=$0.86/hr	R	Per AFSCME Courthouse – Move to Step 3. Anniversary Date: 7/1/26
Ahlquist, Susie	Treasurer	07-31-2026	Clerk III			S	Retired

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas

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

VOTE

JUN 16 2026

OK _____ NO _____

OK _____ NO _____

OK Kent T. Carpenter NO _____

OK _____ NO _____

OK _____ NO _____