

6
10/13/26

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: October 13, 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
Bates, Jackie	Auditor - Recorder	10-30-2026	Senior Clerk			S	Retired
Peters, Shelley	Building Services	10-26-2026	Custodian			R	Per AFSCME Courthouse – Move to Step 2. Anniversary Date: 10/28/26

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR:

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

Melissa Thomas

VOTE

OCT 13 2026

OK <i>[Signature]</i>	NO _____
OK <i>[Signature]</i>	NO _____
OK <i>Kurt T. Carson</i>	NO _____
OK <i>[Signature]</i>	NO _____
OK <i>[Signature]</i>	NO _____