7a
11/3/26

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: November 3, 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
Echer, Jae	Attorney's Office	11-06-2026	Assistant County Attorney			S	Resigned
Klocke, David	Sheriff's Office	11-09-2026	Courthouse Safety & Security	$26.17/hour	11%=$2.51/hr	R	Per AFSCME Courthouse- Move to Step 5. Anniversary Date: 11/10/26
Davidson, Kenie	Treasurer	11-09-2026	Senior Clerk	$24.31/hour	4%=$0.89/hr	R	Per AFSCME Courthouse- Move to Step 3. Anniversary Date: 11/10/26
Litras, Jedidiah	Sheriff's Office	11-09-2026	Civilian Jailer	$28.19/hour	4%=$0.98/hr	R	Per CWA Civilian- Move to Step 2. Anniversary Date:11/12/26
Davis, Gage	Sheriff's Office	11-09-2026	Civilian Jailer	$28.19/hour	4%=$0.98/hr	R	Per CWA Civilian- Move to Step 2. Anniversary Date:11/12/26
Stanish, CeCe	Auditor/Recorder's Office	11-9-2026	Appointed Deputy Real Estate/Recorder	$87,935.42		A	Appointed
Messerschmidt, Haley	Attorney's Office	12-04-2026	Assistant County Attorney			S	Resigned

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

APPROVED BY BOARD DATE: _____ VOTE

NOV 03 2026

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas

OK _____ NO _____

OK _____ NO _____

OK _____ NO _____

OK _____ NO _____

OK _____ NO _____