



Baldwin County Commission

Legislation Details (With Text)

File #: 20-0731 **Version:** 1
Type: Work Session **Status:** Agenda Ready
File created: 2/5/2020 **In control:** Baldwin County Commission Work Session
On agenda: 2/11/2020 **Final action:**
Title: Solid Waste Department - Position Change
Indexes:
Attachments: 1. Updated Position Description for Customer Service Manager

| Date | Ver. | Action By | Action | Result |
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Meeting Type: BCC Work Session
Meeting Date: 2/11/2020
Item Status: New
From: Terri Graham, Development and Environmental Director
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Solid Waste Department - Position Change

STAFF RECOMMENDATION

Take the following actions:

- 1) Approve a 5% increase in pay for Susan Kilby, Customer Service Manager (#5193) grade EC-07 (\$52,835.80 annually) to EC-07 (\$55,477.59 annually), due to increase in position duties, to be effective no sooner than March 2, 2020; and
- 2) Approve the updated position description for Customer Service Manager.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The Customer Service Manager position has had an increase in duties over time. The Development and Environmental Director respectfully requests that the above recommendation is approved.

FINANCIAL IMPACT

Total cost of recommendation: \$2,641.79 over budgeted amount

Budget line item(s) to be used: 54801.5113

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Personnel - Implement Changes

Action required (list contact persons/addresses if documents are to be mailed or emailed):
N/A

Additional instructions/notes: N/A