



Baldwin County Commission

Legislation Details (With Text)

File #: 21-1216 **Version:** 1
Type: Consent **Status:** Passed
File created: 8/18/2021 **In control:** Baldwin County Commission Regular
On agenda: 9/7/2021 **Final action:** 9/7/2021
Title: Revenue Commission (Assessment) - Reclassification of Position
Indexes:
Attachments: 1. Updated Org Chart for Revenue Commission-Assessment Division

| Date | Ver. | Action By | Action | Result |
|----------|------|-----------------------------------|----------|--------|
| 9/7/2021 | 1 | Baldwin County Commission Regular | Approved | |

Meeting Type: BCC Regular Meeting
Meeting Date: 9/7/2021
Item Status: New
From: Teddy Faust, Revenue Commissioner
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Revenue Commission (Assessment) - Reclassification of Position

STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the re-title and reclassification of the vacant Assessment Specialist I position (PID #5513) grade 309, to an Assessment Support Technician I position at a grade 305; and
- 2) Approve the updated organizational chart for the Revenue Commission, Assessment Division.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The Assessment Specialist I position was vacated in July 2021, due to the retirement of the previous employee. The Revenue Commissioner respectfully requests that the above recommendations are approved.

FINANCIAL IMPACT

Total cost of recommendation: Approximately \$6,240.00 savings

Budget line item(s) to be used: 10051600.51130

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