



# Baldwin County Commission

## Legislation Text

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**File #:** 19-0245, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 11/20/2018

**Item Status:** New

**From:** Jessie Peacock, EMA Director

Andrea Roberson, Personnel Director

**Submitted by:** Deidra Hanak, Assistant Personnel Director

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### **ITEM TITLE**

Emergency Management Agency - Employment of One (1) Planning and Grants Coordinator Position

### **STAFF RECOMMENDATION**

Take the following actions:

1) Approve the employment of Danon Smith to fill the open Planning and Grants Coordinator position (PID #4048) at a grade EC-07 (\$45,000 annually) to be effective no sooner than November 26, 2018; and

2) Approve the updated position description for Planning and Grants Coordinator.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** N/A

**Background:** The Planning and Grants Coordinator position was vacated in October 2018, due to the transfer of the previous employee. The EMA Director respectfully requests the above recommendation is approved.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** N/A

**Budget line item(s) to be used:** 52300.5113

**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