



Baldwin County Commission

Legislation Text

File #: 19-0074, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 10/16/2018
Item Status: New
From: Kimberly Creech, Clerk/Treasurer
Andrea Roberson, Personnel Director
Submitted by: Deidra Hanak, Assistant Personnel Director

ITEM TITLE

Sales, Use, and License Tax Department - Transfer of Employee Into Audit Compliance Officer Position

STAFF RECOMMENDATION

Approve the transfer of Jennifer Forsman from the Planning and Grants Coordinator (#4048) grade EC-07 (\$45,588.56 annually) in the Emergency Management Agency (52300) to fill the open Audit Compliance Officer position (#5424), with no change in salary or pay, in the Sales, Use, and License Tax Department (51750) to be effective no sooner than October 29, 2018.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The Audit Compliance Officer was created during the FY18/19 budget Cycle. The Clerk/Treasurer respectfully requests the above action is approved.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: 51750.5113

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