



Baldwin County Commission

Legislation Text

File #: 19-1490, Version: 1

Meeting Type: BCC Regular Meeting
Meeting Date: 6/18/2019
Item Status: New
From: Honorable Harry D'Olive, Probate Judge
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Probate Office - Promotion of Two Employees into License Revenue Officer II Positions

STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the promotion of Janice Sibley from the License Revenue Officer I (PID #2092) grade G-06 (\$15.038 per hour / \$31,279.04 annually) to fill the open License Revenue Officer II position (PID #568) at a grade H-05 (\$16.104 per hour / \$33,496.32 annually); and
- 2) Approve the promotion of Heather Taylor from the License Revenue Officer I (PID #3017) grade G-08 (\$15.806 per hour / \$32,876.48 annually) to fill the open License Revenue Officer II position (PID #626) at a grade H-07 (\$16.930 per hour / \$35,214.40 annually).

These actions will be effective no sooner than June 24, 2019.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The License Revenue Officer II positions were vacated in April/June 2019, due to the resignation/retirement of the previous employees. The Probate Judge respectfully requests that the above recommendations are approved.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: 51300.5113

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