



Baldwin County Commission

Legislation Details (With Text)

File #: 19-1385 **Version:** 1

Type: Consent **Status:** Passed

File created: 5/29/2019 **In control:** Baldwin County Commission Regular

On agenda: 6/4/2019 **Final action:** 6/4/2019

Title: Personnel Department - Approval of Clerk/Treasurer Position Description

Indexes:

Attachments: 1. Updated Clerk Treasurer Position Description

| Date | Ver. | Action By | Action | Result |
|----------|------|-----------------------------------|----------|--------|
| 6/4/2019 | 1 | Baldwin County Commission Regular | Approved | Pass |

Meeting Type: BCC Regular Meeting
Meeting Date: 6/4/2019
Item Status: New
From: Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Personnel Department - Approval of Clerk/Treasurer Position Description

STAFF RECOMMENDATION

Approve the updated Clerk/Treasurer position description.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: N/A

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: N/A

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