



Baldwin County Commission

Legislation Details (With Text)

File #: 19-1815 **Version:** 1

Type: Addenda **Status:** Agenda Ready

File created: 8/9/2019 **In control:** Baldwin County Commission Work Session

On agenda: 8/13/2019 **Final action:**

Title: Commission Administration - Position Change

Indexes:

Attachments: 1. Updated Position Description for Public Information Coordinator

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Meeting Type: BCC Work Session
Meeting Date: 8/13/2019
Item Status: Addendum
From: Wayne Dyess, County Administrator
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Commission Administration - Position Change

STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the reclassification and re-title of the Public Information Coordinator, grade EC-07, to the Community Engagement Manager/Public Information Officer, grade EC-08; and
- 2) Approve the updated position description for the Community Engagement Manager/Public Information Officer.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: After further evaluation of the position duties for the Public Information Coordinator, the County Administrator respectfully requests that the above recommendations are approved.

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