



Baldwin County Commission

Legislation Details (With Text)

File #:	21-0504	Version:	1
Type:	Consent	Status:	Passed
File created:	2/5/2021	In control:	Baldwin County Commission Regular
On agenda:	2/17/2021	Final action:	2/17/2021
Title:	Solid Waste Department (Collections) - Position Changes		
Indexes:			
Attachments:	1. Updated Position Descriptions for Solid Waste Department, 2. Updated Organizational Chart for Solid Waste Department		

Date	Ver.	Action By	Action	Result
2/17/2021	1	Baldwin County Commission Regular	Approved	

Meeting Type: BCC Regular Meeting

Meeting Date: 2/17/2021

Item Status: New

From: Terri Graham, Development and Environmental Director
Deidra Hanak, Personnel Director

Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Solid Waste Department (Collections) - Position Changes

STAFF RECOMMENDATION

Take the following actions:

- 1) Retitle the vacant Junior Dispatcher position (PID #5507) grade 307 (grade 307 range: \$15.33 - \$25.13 per hour) to an Operations Support Specialist II, with no change in pay grade; and
- 2) Reclassify/retitle the vacant Senior Dispatcher position (PID #5508) grade 308 (grade 308 range: \$16.10 - \$26.38 per hour) to Operations Support Specialist III grade 309 (grade 309 range: \$16.91 - \$27.70 per hour); and
- 3) Abolish the vacant Billing Account Specialist II position (PID #5585) grade 307 (grade 307 range: \$15.33 - \$25.13 per hour) in Solid Waste Collections Administration (54801); and
- 4) Create an Operations Support Specialist II position (PID #5585) grade 307 (grade 307 range: \$15.33 - \$25.13 per hour) in Solid Waste Collections (54800); and
- 5) Approve the reclassification of Suzanne Doughty from the Senior Accountant (PID #385) from grade S317 (\$82,767.36 annually) (grade S317 range: \$56,410.00 - \$92,439.00 annually) to Accounting Manager grade 319 (\$84,836.54 annually) (grade 319 range: \$63,676.00 - \$104,341.00

annually); and

6) Approve the position descriptions for Accounting Manager, Operations Support Specialist II and Operations Support Specialist III; and

7) Approve the updated organizational chart for the Solid Waste Department.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: In an effort to reorganize the department for efficiency, the Development and Environmental Director respectfully requests that the above recommendations are approved.

FINANCIAL IMPACT

Total cost of recommendation: \$3,752.98 - additional cost

Budget line item(s) to be used: 51154800.51130

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