



# Baldwin County Commission

## Legislation Details (With Text)

**File #:** 21-1216      **Version:** 1  
**Type:** Consent      **Status:** Passed  
**File created:** 8/18/2021      **In control:** Baldwin County Commission Regular  
**On agenda:** 9/7/2021      **Final action:** 9/7/2021  
**Title:** Revenue Commission (Assessment) - Reclassification of Position

**Indexes:**

**Attachments:** 1. Updated Org Chart for Revenue Commission-Assessment Division

Date	Ver.	Action By	Action	Result
9/7/2021	1	Baldwin County Commission Regular	Approved	

**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 9/7/2021  
**Item Status:** New  
**From:** Teddy Faust, Revenue Commissioner  
Deidra Hanak, Personnel Director  
**Submitted by:** Deidra Hanak, Personnel Director

### ITEM TITLE

Revenue Commission (Assessment) - Reclassification of Position

### STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the re-title and reclassification of the vacant Assessment Specialist I position (PID #5513) grade 309, to an Assessment Support Technician I position at a grade 305; and
- 2) Approve the updated organizational chart for the Revenue Commission, Assessment Division.

### BACKGROUND INFORMATION

**Previous Commission action/date:** N/A

**Background:** The Assessment Specialist I position was vacated in July 2021, due to the retirement of the previous employee. The Revenue Commissioner respectfully requests that the above recommendations are approved.

### FINANCIAL IMPACT

**Total cost of recommendation:** Approximately \$6,240.00 savings

**Budget line item(s) to be used:** 10051600.51130

**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