



# Baldwin County Commission

## Legislation Details (With Text)

**File #:** 21-1270 **Version:** 1  
**Type:** Other Staff Recommendations **Status:** Agenda Ready  
**File created:** 8/31/2021 **In control:** Baldwin County Commission Regular  
**On agenda:** 9/7/2021 **Final action:**  
**Title:** Finance and Accounting Department - Creation of One (1) Grants Administrator Position  
**Indexes:**  
**Attachments:** 1. Position Description - Grants Administrator

Date	Ver.	Action By	Action	Result
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**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 9/7/2021  
**Item Status:** Addendum  
**From:** Cian Harrison, Clerk/Treasurer  
**Submitted by:** Katrina Taylor, Grants Coordinator

### ITEM TITLE

Finance and Accounting Department - Creation of One (1) Grants Administrator Position

### STAFF RECOMMENDATION

Discuss the creation of a Grants Administrator position (PID #TBD) and the proposed grade and position description for the Grants Administrator.

### BACKGROUND INFORMATION

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

**Background:** N/A

### FINANCIAL IMPACT

**Total cost of recommendation:** TBD

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

**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: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed):  
N/A

Additional instructions/notes: N/A