



# Baldwin County Commission

## Legislation Details (With Text)

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**File #:** 22-0152      **Version:** 1

**Type:** Consent      **Status:** Passed

**File created:** 10/21/2021      **In control:** Baldwin County Commission Regular

**On agenda:** 11/2/2021      **Final action:** 11/2/2021

**Title:** Coroner's Office - Position Changes

**Indexes:**

**Attachments:** 1. Chief Deputy Coroner Position Description, 2. Organizational Chart for Coroner's Office

Date	Ver.	Action By	Action	Result
11/2/2021	1	Baldwin County Commission Regular	Approved	

**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 11/2/2021  
**Item Status:** New  
**From:** Dr. Brian Pierce, Coroner  
Deidra Hanak, Personnel Director  
**Submitted by:** Deidra Hanak, Personnel Director

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### ITEM TITLE

Coroner's Office - Position Changes

### STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the creation of an appointed Chief Deputy Coroner position (PID #TBD) at grade S312; and
- 2) Approve the appointment of Troy Dyess to fill the appointed Chief Deputy Coroner position (PID #TBD) at grade S312 (\$42,286.40 annually); and
- 3) Approve the creation of an Administrative Support Specialist I position (PID #TBD) at a grade 306; and
- 4) Approve the position description for the Chief Deputy Coroner position; and
- 5) Approve the organizational chart for the Coroner's Office.

### BACKGROUND INFORMATION

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

**Background:** Code of Alabama 11-5-34 states "The coroner of each county is authorized to appoint such deputy coroners as are needed, with the approval of the county commission. Any appointment shall be in writing and shall be filed in the office of the coroner and the office of the judge of probate."

With the steady increase in the number of Coroner cases in Baldwin County coupled with a functional population of approximately 400,000, a growing staff, to include new staff and interns who will need time in a training program; the Coroner's Office is positioning to meet these demands. In addition, several large projects including the design of an overall case management system, equipment upgrades, as well as the ever-increasing complexity of investigation the Chief Deputy Position requires a significant amount of time allocation and proper compensation for the dedication and time needed to complete the job in a professional manner.

The Coroner respectfully requests that the above recommendations are approved.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$72,654.40 - budgeted

**Budget line item(s) to be used:** 10052400.51130

**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