



Baldwin County Commission

Legislation Details (With Text)

File #: 23-0262 **Version:** 1
Type: Consent **Status:** Agenda Ready
File created: 11/17/2022 **In control:** Baldwin County Commission Regular
On agenda: 12/5/2022 **Final action:**
Title: Solid Waste Department (Administration) - Promotion of Employee
Indexes:
Attachments:

Date	Ver.	Action By	Action	Result
12/5/2022	1	Baldwin County Commission Regular		

Meeting Type: BCC Regular Meeting
Meeting Date: 12/5/2022
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 (Administration) - Promotion of Employee

STAFF RECOMMENDATION

Approve the promotion of Alexandra Barnette from the Billing Account Specialist I position (#2082) grade 306 (\$16.10 per hour / \$33,488.00 annually) to fill the open Chief Administrative Assistant position (#5499) at a grade 310 (\$18.28 per hour / \$38,022.40 annually) to be effective no sooner than December 19, 2022.

BACKGROUND INFORMATION

Background: The Chief Administrative Assistant position was vacated due to the promotion of the previous employee. The Development and Environmental Director respectfully requests that the above recommendation is approved.

Previous Commission action/date: N/A

FINANCIAL IMPACT

Total cost of recommendation: \$38,022.40 - budgeted

Budget line item(s) to be used: 51054100.51130

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

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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