



Baldwin County Commission

Legislation Text

File #: 19-0170, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 11/6/2018

Item Status: New

From: Judge Tim Russell, Probate Judge

Andrea Roberson, Personnel Director

Submitted by: Deidra Hanak, Assistant Personnel Director

ITEM TITLE

Probate Office - Personnel Changes

STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the promotion of Ronica Darby from the License Revenue Officer I (#3053) grade G-09 (\$16.195 per hour / \$33,685.60 annually) to the License Revenue Officer II position (#1079) at a grade H-08 (\$17.354 per hour / \$36,096.32 annually); and
- 2) Approve the employment of Julie Benton to fill the open License Revenue Officer I position (PID #3055) at a grade G-EL (\$12.967 per hour / \$26,971.36 annually); and
- 3) Approve the employment of Rebakah Holt to fill the open License Revenue Officer I position (PID #3053) at a grade G-EL (\$12.967 per hour / \$26,971.36 annually).

These actions shall be effective no sooner than November 12, 2018.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The License Revenue Officer I positions were vacated in October/November 2018, due to the resignation/retirement of the previous employees. The Probate Judge respectfully requests the above actions are approved.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: 51300.5113

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