



Baldwin County Commission

Legislation Text

File #: 19-0778, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 3/6/2019
Item Status: New
From: Ron Cink, Budget Director
Deidra Hanak, Interim Personnel Director
Submitted by: Deidra Hanak, Interim Personnel Director

ITEM TITLE

Animal Control - Approval of Updated Position Descriptions

STAFF RECOMMENDATION

Approve the updated position descriptions for the following positions at the Animal Shelter: Animal Control Officer, Animal Control Technician, Animal Placement Specialist, Animal Resource Supervisor, County Humane Officer, Office Assistant III, Office Manager, Senior Animal Control Officer, Senior Animal Control Technician.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: In an ongoing effort to make sure all positions reflect the actual duties the employee performs, the Budget Director respectfully requests the above changes are approved.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: N/A

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