



# Baldwin County Commission

## Legislation Text

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**File #:** 19-1490, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 6/18/2019

**Item Status:** New

**From:** Honorable Harry D'Olive, Probate Judge

Deidra Hanak, Personnel Director

**Submitted by:** Deidra Hanak, Personnel Director

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### **ITEM TITLE**

Probate Office - Promotion of Two Employees into License Revenue Officer II Positions

### **STAFF RECOMMENDATION**

Take the following actions:

1) Approve the promotion of Janice Sibley from the License Revenue Officer I (PID #2092) grade G-06 (\$15.038 per hour / \$31,279.04 annually) to fill the open License Revenue Officer II position (PID #568) at a grade H-05 (\$16.104 per hour / \$33,496.32 annually); and

2) Approve the promotion of Heather Taylor from the License Revenue Officer I (PID #3017) grade G-08 (\$15.806 per hour / \$32,876.48 annually) to fill the open License Revenue Officer II position (PID #626) at a grade H-07 (\$16.930 per hour / \$35,214.40 annually).

These actions will be effective no sooner than June 24, 2019.

### **BACKGROUND INFORMATION**

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

**Background:** The License Revenue Officer II positions were vacated in April/June 2019, due to the resignation/retirement of the previous employees. The Probate Judge respectfully requests that the above recommendations 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