



Baldwin County Commission

Legislation Text

File #: 21-0765, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 4/20/2021
Item Status: New
From: Teddy Faust, Revenue Commissioner
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Revenue Commission - Position Changes

STAFF RECOMMENDATION

Take the following actions:

- 1) Create one (1) Collections Support Technician I position (PID #TBD) grade 305 (grade 305 range: \$13.910 - \$22.790 per hour); and
- 2) Approve the employment of Megan Douty to fill the open Collections Support Technician I position (PID #TBD) at a grade 305 (\$13.91 per hour / \$28,932.80 annually) to be effective no sooner than April 26, 2021; and
- 3) Approve the updated organizational chart for the Revenue Commission - Collections Division.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: Due to the increase need in Revenue Collections and in an effort to train employees in advance of retirements, the Revenue Commissioner respectfully requests the above recommendations are approved. Additionally, this applicant was selected off of the Collections Support Technician applicant roster that was posted in February 2021.

FINANCIAL IMPACT

Total cost of recommendation: \$28,932.80 - not budgeted

Budget line item(s) to be used: 10051600.51130

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