



# Baldwin County Commission

## Legislation Text

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**File #:** 21-1270, **Version:** 1

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**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 9/7/2021  
**Item Status:** Addendum  
**From:** Cian Harrison, Clerk/Treasurer  
**Submitted by:** Katrina Taylor, Grants Coordinator

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### **ITEM TITLE**

Finance and Accounting Department - Creation of One (1) Grants Administrator Position

### **STAFF RECOMMENDATION**

Discuss the creation of a Grants Administrator position (PID #TBD) and the proposed grade and position description for the Grants Administrator.

### **BACKGROUND INFORMATION**

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

**Background:** N/A

### **FINANCIAL IMPACT**

**Total cost of recommendation:** TBD

**Budget line item(s) to be used:** TBD

**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: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed):  
N/A

Additional instructions/notes: N/A