



# Baldwin County Commission

## Legislation Text

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**File #:** 21-1323, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 9/21/2021

**Item Status:** New

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

Deidra Hanak, Personnel Director

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

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### **ITEM TITLE**

Probate Office - Employment of One (1) License Revenue Officer I Position and One (1) Recording Officer Position

### **STAFF RECOMMENDATION**

Take the following actions:

1) Approve the employment of Keily Padgett to fill the open License Revenue Officer I position (PID #3051) at a grade 306 (\$14.60 per hour / \$30,368.00 annually); and

2) Approve the employment of Angela Styron to fill the open Recording Officer position (PID #560) at a grade 306 (\$14.60 per hour / \$30,368.00 annually).

These actions will be effective no sooner than September 27, 2021.

### **BACKGROUND INFORMATION**

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

**Background:** The License Revenue Officer I and Recording Officer position were vacated in August 2021. The Probate Judge respectfully requests the above recommendations are approved.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$60,736 - budgeted

**Budget line item(s) to be used:** 10051300.51130

**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