



Baldwin County Commission

Legislation Text

File #: 22-0152, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 11/2/2021
Item Status: New
From: Dr. Brian Pierce, Coroner
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Coroner's Office - Position Changes

STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the creation of an appointed Chief Deputy Coroner position (PID #TBD) at grade S312; and
- 2) Approve the appointment of Troy Dyess to fill the appointed Chief Deputy Coroner position (PID #TBD) at grade S312 (\$42,286.40 annually); and
- 3) Approve the creation of an Administrative Support Specialist I position (PID #TBD) at a grade 306; and
- 4) Approve the position description for the Chief Deputy Coroner position; and
- 5) Approve the organizational chart for the Coroner's Office.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: Code of Alabama 11-5-34 states "The coroner of each county is authorized to appoint such deputy coroners as are needed, with the approval of the county commission. Any appointment shall be in writing and shall be filed in the office of the coroner and the office of the judge of probate."

With the steady increase in the number of Coroner cases in Baldwin County coupled with a functional population of approximately 400,000, a growing staff, to include new staff and interns who will need time in a training program; the Coroner's Office is positioning to meet these demands. In addition, several large projects including the design of an overall case management system, equipment

upgrades, as well as the ever-increasing complexity of investigation the Chief Deputy Position requires a significant amount of time allocation and proper compensation for the dedication and time needed to complete the job in a professional manner.

The Coroner respectfully requests that the above recommendations are approved.

FINANCIAL IMPACT

Total cost of recommendation: \$72,654.40 - budgeted

Budget line item(s) to be used: 10052400.51130

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