



# Baldwin County Commission

## Legislation Text

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**File #:** 23-1082, **Version:** 1

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**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 5/2/2023  
**Item Status:** New  
**From:** Revenue Commission - Personnel Changes  
**Submitted by:** Deidra Hanak, Personnel Director

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### **ITEM TITLE**

Sales and Use Tax/License Inspection Department - Personnel Changes

### **STAFF RECOMMENDATION**

Take the following actions:

1) Approve the promotion of Terrie Watson from the Revenue Clerk II position (#5206), grade 309 (\$21.59 per hour / \$44,907.20 annually) to fill the open Senior Revenue Clerk position (#5423) at a grade 310 (\$23.32 per hour / \$48,505.60 annually); and

2) Approve the promotion of Latoya Woodyard from the Revenue Clerk I position (#5988), grade 307 (\$15.63 per hour / \$32,510.40 annually) to Revenue Clerk II (#5206) at a grade 309 (\$17.25 / \$35,880.00 annually).

These actions shall be effective no sooner than May 8, 2023.

### **BACKGROUND INFORMATION**

**Background:** The Senior Revenue Clerk is being vacated by the promotion of the current employee. The Sales Tax Coordinator respectfully requests that the above recommendations are approved.

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

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$84,385.60 annually - budgeted

**Budget line item(s) to be used:** 10051750.51130

**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