



Baldwin County Commission

Legislation Text

File #: 23-1132, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 5/16/2023
Item Status: New
From: Beth Hodges, Budget Director
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Budget and Purchasing Department - Position Changes

STAFF RECOMMENDATION

Take the following actions:

- 1) Reclassify / retitle the Buyer II position (#5159), grade 310 (grade 310 range: \$18.28 - \$29.95 per hour) to a Senior Budget Accountant, grade S317 (\$57,544.00 - \$94,297.00 annually); and
- 2) Approve the updated position description for Senior Budget Accountant; and
- 3) Approve the updated organizational chart for the Budget and Purchasing Department.

BACKGROUND INFORMATION

Background: In an effort to have succession planning, the Budget Director respectfully requests that the above recommendations are approved.

Previous Commission action/date: N/A

FINANCIAL IMPACT

Total cost of recommendation: \$19,521.60 - annual budgeted increase

Budget line item(s) to be used: 10051725.51130

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

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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