

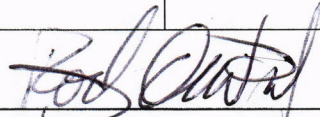
PATRICK F. GILL
 WOODBURY COUNTY
 HUMAN RESOURCES DEPARTMENT
 AUDITOR & RECORDER &
 COMM. OF ELECTIONS
 WOODBURY COUNTY, IOWA
 2018 JAN 4 PM 12 21

1-2-18
11b

DATE: January 2, 2018

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Treasurer	Clerk II	AFSCME Courthouse: \$16.03/hour	✓	
County Attorney	Asst. County Attorney – Grant Position .75 FTE	Wage Plan: \$42,837.60	✓	
County Sheriff	Senior Clerk	AFSCME: \$17.62/hour	✓	
	Please see attached memos.			



 Chairman, Board of Supervisors

To: Woodbury County Board of Supervisors
From: Michael Clayton
Date: December 27, 2017
Subject: Filling vacancy in the Motor Vehicle Department

It is with great trepidation that I am requesting permission to fill the vacancy created in the Motor Vehicle Department by the retirement of Sheila Grasz. At this time we do not have a desk or computer for a addition. With the elimination of our Hamilton office, we are at full staff without another person.

Thank you for your time and consideration.

Michael R. Clayton
Woodbury County Treasurer

cc Human Resources



WOODBURY COUNTY ATTORNEY

PATRICK "PJ" JENNINGS
COUNTY ATTORNEY

300 COURTHOUSE
620 DOUGLAS STREET
SIOUX CITY, IOWA 51101

TELEPHONE
712-279-6516
FAX # 712-279-6457

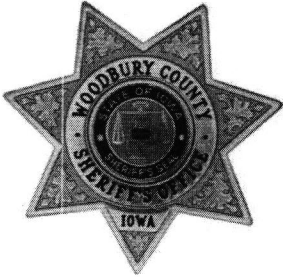
MEMORANDUM

Date: December 27, 2017
To: Board of Supervisors
From: PJ Jennings
RE: Request for New Hire

Supervisors:

On December 19, 2017, the board approved the acceptance of a domestic violence grant which provided funding for a part time attorney. The duration of the grant is 3 yrs and the position will expire at the end of the grant period.

I ask that you now approve the hiring of a new part time assistant prosecutor in accordance with the grant requirements. This hiring will be a wage plan position.



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010
E-MAIL: ddrew@woodburycountyiowa.gov
FAX: 712.279.6522

28 Dec 2017

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to hire for a Senior Clerk position in the Sheriff's Office. The position is being vacated by the resignation of Senior Clerk Toni Haefs. We request this be placed on the agenda for the Tuesday, January 2, 2018 Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file