

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

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10/17/17

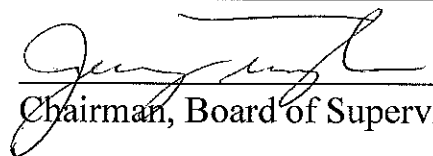
PATRICK F. GILL
WOODBURY COUNTY

DATE: October 17, 2017

2017 OCT 18 AM 11 49

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	(2) Civilian Jailers	CWA: \$18.72/hour		
	*Please see attached memo of explanation.			


Chairman, Board of Supervisors



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@woodburycountyia.gov
FAX: 712.279.6522

05 October 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 begin the hiring process for a conditional full time Correctional Officer position, effective October 18th, 2017. We request this be placed on the agenda for the Tuesday, October 17, 2017 Woodbury County Board of Supervisors meeting. Thank you.

This conditional position is being requested because the Jail is losing two Jailers on Military Orders. One Officer will be deployed for 8 months, and the second Officer will be deployed 12 months with the probability his deployment will be extended. If approved, the personnel hired will have full knowledge that this is a temporary position and a layoff is possible if no new positions become available before the military personnel come back from their deployments. At this time, the Sheriff's Office is only asking for one position to be temporary filled since the second deployment is not until January 2018.

The authorization requested is for 2 full time conditionally hired jailers with 1 being authorized immediately and the other hired for a January or February start date.

This action will not cause the Sheriff's Office to not require more funding in the budget for wages. We will be able to absorb all costs.

Sincerely,

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

Dave Drew, Sheriff

Cc: file