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**HUMAN RESOURCES DEPARTMENT**

**MEMORANDUM OF PERSONNEL TRANSACTIONS**

**DATE:** February 22, 2022

**\* PERSONNEL ACTION CODE:**

- A- Appointment
- T - Transfer
- P - Promotion
- D - Demotion
- R- Reclassification
- E- End of Probation
- S - Separation
- O - Other

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Stoos, McKenzie	County Attorney	2-28-22	Legal Secretary III	\$24.34/hour	6.7%=\$1.54/hour	P	Promotion from Treasurer Clerk II to Legal Secretary III.

**APPROVED BY BOARD DATE:** \_\_\_\_\_

**MELISSA THOMAS, HR DIRECTOR:**

*Melissa Thomas*  
The above and foregoing having been submitted is disposed of as follows:

**VOTE**

**FEB 22 2022**

OK \_\_\_\_\_ NO \_\_\_\_\_

OK \_\_\_\_\_ NO \_\_\_\_\_

OK \_\_\_\_\_ NO \_\_\_\_\_

OK \_\_\_\_\_ NO \_\_\_\_\_

OK \_\_\_\_\_ NO \_\_\_\_\_