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HUMAN RESOURCES DEPARTMENT
MEMORANDUM OF PERSONNEL TRANSACTIONS

PATRICK F. GILL
 WOODBURY COUNTY
 COMM. CLERK

DATE: February 11, 2020

*** 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
Jensen, Alexander	County Sheriff	1-29-20	Civilian Jailer	\$23.84/hour	15%=\$3.17/hr	R	Per CWA Civilian Officers Contract agreement, from Class 2 to Senior Class due to 4 years employment and Bachelor's Degree.
Thomas, Melissa	Human Resources	2-10-20	Director	\$79,907.77/year	7.25%=\$5,401.69/yr	R	Salary Increase.
			The above and foregoing having been submitted is disposed of as follows:				
			VOTE				
			FEB 11 2020				
			OK <u>MEY</u>			NO	
			OK <u>KL</u>			NO	
			OK <u>Patricia</u>			NO	
			OK			NO	
			OK			NO	

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas HR Director