

5-16-17  
99

**HUMAN RESOURCES DEPARTMENT**  
**MEMORANDUM OF PERSONNEL TRANSACTIONS**

**\* PERSONNEL ACTION CODE:**

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

**DATE:** May 16, 2017

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Franklin, Jason	Sioux Rivers	5-05-17	Jail Alternative Coordinator			S	Resignation.
Trobaugh, Todd	County Sheriff	5-17-17	%Deputy-Lieutenant	\$78,026/year	22.5%= \$14,362.88/yr	P	Promotion to %Deputy-Lieutenant.
Feller, Dylan	Secondary Roads	5-22-17	Temporary Summer Laborer	\$9.50/hour		A	Not to exceed 120 days.
Key, Nia	Sioux Rivers	5-22-17	Jail Alternative Coordinator	\$53,500/year		A	Job Vacancy Posted 2-8-17. Entry Level Salary \$53,500/year.
Fitch, Wyatt	Secondary Roads	5-30-17	Temporary Engineering Aide	\$13.50/hour		A	Not to exceed 120 days.
Caster, Todd	Building Services	6-11-17	Custodian	\$16.44/hour	6%=\$.96/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 1/Step 3 to Grade 1/Step 4.
Erickson, Wendy	County Sheriff	6-11-17	P/T Courthouse Safety & Security Officer	\$20.06/hour	10.7%=\$1.94/hour	R	Per Wage Comparability with AFSCME Courthouse Contract, from Grade 3/Step 4 to Grade 3/Step 5.
Vogt, Ronald	County Sheriff	6-18-17	Civilian Jailer	\$18.73/hour	4%=\$.73/hour	R	Per CWA Civilian Officers Contract agreement, from Class 3 to Class 2.

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

MAY 16 2017

APPROVED BY BOARD DATE:

ED GILLILAND, HR DIRECTOR:

VOTE

OK [Signature] NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_

**WOODBURY COUNTY**  
**HUMAN RESOURCES DEPARTMENT**

**TO:** Board of Supervisors and the Taxpayers of Woodbury County  
**FROM:** Ed Gilliland, Human Resources Director  
**SUBJECT:** Memorandum of Personnel Transactions  
**DATE:** May 16, 2017

For the May 16, 2017 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Sioux Rivers Jail Alternative Coordinator, Resignation.
- 2) County Sheriff Percentage Deputy-Lieutenant, Promotion.
- 3) Secondary Roads Temporary Summer Laborer, Appointment.
- 4) Sioux Rivers Jail Alternative Coordinator, Appointment.
- 5) Secondary Roads Temporary Engineering Aide, Appointment.
- 6) Building Services Custodian, from Grade 1/Step 3 to Grade 1/Step 4.
- 7) County Sheriff P/T Courthouse Safety & Security Officer, from Grade 3/Step 4 to Grade 3/Step 5.
- 8) County Sheriff Civilian Jailer, from Class 3 to Class 2.

Thank you