

Personnel Committee
Agenda
June 21, 2012, 6:00 – 8:00 PM
Quorum Court Room, Administration Building

1. 2011 Salary Study
 - a. Proposed changes to Salary Ranges
 - b. Regrades associated with Salary Study
 - i. Professional to graded positions
 - ii. Grants Administrator
 - iii. Facilities Construction and Maintenance Manager
 - c. Salary Study Wage Adjustments

2. Circuit Clerk/Recorder
 - a. Title change for Schedule 4: change Office Manager (grade 12) to Office Administrator (grade 12)

3. Sheriff's Office
 - a. Wage adjustments-CID
 - b. Delete (1) corporal position (grade 13) and add (1) sergeant position (grade 15)
 - c. Delete (2) Jail Deputy positions and add (1) Supervisor – Jail Nurses and (1) Licensed Practical Nurse.

4. Juvenile Probation
 - a. Delete (1) Juvenile Probation Officer and add (1) Juvenile Intake Officer

5. Prosecuting Attorney
 - a. Add (1) Legal Secretary I
 - b. Delete (1) Legal Secretary II and add (1) Office Manager – Legal

6. Building Maintenance
 - a. Add (1) Building Janitorial Supervisor

7. Planning and Environmental Services
 - a. Delete (1) part-time Staff Assistant and Add (1) full-time Staff Assistant
 - b. Delete (1) Senior Planner and Add (1) Planning Division Manager

8. Juvenile Detention Center
 - a. Delete (1) part-time JDC Worker and Add (1) full-time JDC Worker

9. Road Department Reorganization (creates career ladder and management realignment)
 - a. Delete (3) Road Superintendent's (grade 15) and Add (1) Road Superintendent (Grade 18) and add (1) Assistant Road Superintendent (Grade 14)
 - b. Add (2) Asset Control Coordinators
 - c. Add (1) Foreman
 - d. Delete (15) Truck Drivers and add (6) Truck Driver I's and (9) Truck Driver II's
 - e. Delete (42) Heavy Equipment Operators and add (19) Heavy Equipment Operator I's, (17) Heavy Equipment Operator II's, and (4) Heavy Equipment Operator III's
 - f. Delete (9) Mechanic/Welders and add (4) Mechanic/Welder I's, (4) Mechanic/Welder II's, and (1) Mechanic/Welder III's
 - g. Delete (1) Road Department Secretary and (1) Welder/Fabricator and add (2) general laborers and (1) Formsetter/Finisher

10. Information Services
 - a. Add (1) GIS Coordinator
 - b. Delete (1) Programmer and add (1) Assistant Network Administrator
 - c. Delete (1) Computer Operations Assistant and add (1) PC Support Specialist

11. CENCOM
 - a. Add (1) Public Safety Dispatcher II