

SCOTT COUNTY PERSONNEL ACTIONS

BOARD MEETING: March 19, 2009

NEW HIRES

Employee/Department	Position	Salary	Effective Date	Remarks
None				

TRANSFERS AND PROMOTIONS

Employee/Department	New Position	Salary Change	Effective Date	Remarks
Elizabeth Sandy Sheriff/Jail	Correction Officer	\$31,138 - \$34,840	03/17/09	Promo from Trainee status

LEAVES OF ABSENCE/OTHER

Employee/Department	Position	Effective Date	Remarks
None			

BARGAINING UNIT STEP INCREASES

Employee/Department	Position	Salary Change	Wage Step	Effective Date
Eric Burton Sheriff	Deputy Sheriff	\$43,742 - \$45,490	Step 3	03/06/09
Frank Sisco Sheriff/Jail	Correction Officer	\$36,462 - \$40,061	Step 5	03/07/09
Rita Petersen Recorder	Clerk II – P/T	\$14.87/hr - \$15.31/hr	Step 7	03/08/09
Jason Shippee Sheriff	Deputy Sheriff	\$43,742 - \$45,490	Step 3	03/12/09
Brian Aldridge Sheriff	Deputy Sheriff	\$51,938 - \$52,936	Step 8	03/15/09
Angela Laake Sheriff/Jail	Correction Officer	\$41,101 - \$42,016	Step 7	03/18/09

MERIT INCREASES

Employee/Department	Position	Salary Change	% of Midpoint	Effective Date
Marc Miller Conservation	Deputy Director	\$72,882 - \$73,611 (1.0%)	111.084%	10/10/08
James Murcia Conservation	Naturalist/Director	\$49,297 - \$50,776 (3.0%)	96.527%	12/11/08
Timothy Hobkirk Conservation	Equipment Specialist	\$39,198 - \$39,982 (2.0%)	111.88%	12/17/08
Jerry Brundies Sheriff/Jail	Assistant Jail Administrator	\$73,042 - \$75,964 (4.0%)	114.63%	01/05/09
Judy Woodin Sheriff	Senior Clerk	\$41,423 - \$42,191 (2.094%)	115%	02/28/09
Lori Elam Community Services	Community Services Director	\$82,198 - \$85,075 (3.5%)	103.402%	03/14/09

*First or second review following appointment or promotion. Salary adjusted 5% if not above 95% of midpoint & employee receives rating of 3 or better.

BONUS

Employee/Department	Position	Effective Date
John Valliere Conservation	Golf Course Pro/Manager	11/04/08
Burt Graham Secondary Roads	Heavy Equipment Operator III	11/30/08
Dave Engler Secondary Roads	Sign Crew Tech	01/22/09

SEPARATIONS

Employee/Department	Position	Hire Date	Separation Date	Reason for Separation
Darrin Tanner Sheriff	Deputy Sheriff	12/6/99	03/09/09	Voluntary resignation
Antonio Torres Sheriff/Jail	Correction Officer	08/28/89	03/22/09	Retirement

REQUEST TO FILL VACANCIES

Position/Department	Position Status	Starting Date	Previous Incumbent	Recommendation
Jail Inmate Health Nurse Health	Vacant	ASAP		Approve to fill

TUITION REQUESTS

Employee/Department	Position	Course of Study	Course dates(s)
None			


HUMAN RESOURCES DEPARTMENT
600 W. 4TH Street
Davenport, IA 52801



Office: (563) 326-8767
Fax: (563) 328-3285
www.scottcountyiowa.com

Date: March 3, 2009

To: Board of Supervisors

From: Mary J. Thee,  Human Resources Director/Asst. County Administrator

Subject: Request to Fill - Jail Inmate Health Nurse

As you may be aware, we leave open on our website at all times the position of Jail Inmate Health Nurse (aka "Contract" Nurse). Contract nurses are used to:

- Assist in covering vacations and sick time for full time staff
- Provide additional assistance as necessary in completing assigned tasks
- Assistance with Health Appraisals

Currently, we have three contract nurses - one only available on the evening shift on a limited basis and the other two are only available on weekends. If we have vacancies on the day shift, we have to fill the shift with the Correctional Health Coordinator. It is essential that we maintain an available roster in order to keep their training current, as they may work sporadically. While the need for back-up is always there, it is even more considered necessary with the anticipated maternity leave this summer of one of our day nurses. Therefore, the Health Department has requested to recruit for a per diem contract nursing position for Correctional Health. As Correctional Health consistently does not extend their budget, this will assist in controlling overtime costs and allows the Correctional Health Coordinator to concentrate on her responsibilities; we will be initiating a recruitment process to obtain an additional Contract Nurse.

If you have any questions feel free to contact me or Amy Thoreson in the Health Department.

Cc: Dee F. Bruemmer, County Administrator
Larry Barker, Health Director
Amy Thoreson, Deputy Health Director
Lindee Rice, Correctional Health Coordinator