

SCOTT COUNTY PERSONNEL ACTIONS

BOARD MEETING: April 16, 2009

NEW HIRES

Employee/Department	Position	Salary	Effective Date	Remarks
Joshua Hatler Sheriff/Jail	Correction Officer Trainee	\$30,618	03/26/09	Replaces Theresa Hodges
Rodney Ekstrom FSS	Custodial Worker P/T	\$12.09/hr	03/30/09	Replaces Kevin Wittrock

TRANSFERS AND PROMOTIONS

Employee/Department	New Position	Salary Change	Effective Date	Remarks
None				

LEAVES OF ABSENCE/OTHER

Employee/Department	Position	Effective Date	Remarks
None			

BARGAINING UNIT STEP INCREASES

Employee/Department	Position	Salary Change	Wage Step	Effective Date
None				

MERIT INCREASES

Employee/Department	Position	Salary Change	% of Midpoint	Effective Date
Brianna Boswell Health	Community Dental Consultant	\$40,300 - \$42,315 (5.0%)*	98.4%	04/09/09
Sarah Kautz Administration	Budget Manager	\$71,197 - \$74,401 (4.5%)	104.5%	04/13/09

*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
Clyde Durrah Community Services	Case Aide	02/18/09
Richard Bauer Auditor	Election Supervisor	03/04/09
Marge Vickers Treasurer	Multi-service Clerk	02/24/09

SEPARATIONS

Employee/Department	Position	Hire Date	Separation Date	Reason for Separation
None				

REQUEST TO FILL VACANCIES

Position/Department	Position Status	Starting Date	Previous Incumbent	Recommendation
Deputy Sheriff Sheriff	Vacant 3/9/09	ASAP	Darrin Tanner	Approve to fill
Bailiff Sheriff	Vacant 3/25/09	ASAP	Diana Kakert	Approve to fill

TUITION REQUESTS

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

HUMAN RESOURCES DEPARTMENT

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Date: April 6, 2009

To: Dee F. Bruemmer, County Administrator

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

Subject: Request to Fill - Deputy Sheriff

The Sheriff's Office has requested the opportunity to fill a vacant position of a full-time Deputy Sheriff. The position is Hay pointed at 329, with a starting wage of \$41,850 in the Deputy Sheriff's Union. The cost of this position annually is \$48,199 (includes IPERS and FICA). The Sheriff's Office is currently down four full-time deputies, three of which have previously been approved by the Board to be filled. These positions remain vacant due to there not being a current Civil Service List from which to hire. The recruitment process began in December 2008. The Sheriff just received the certified list from the Civil Service Commission last week. The initial vacancy occurred in September, 2008. The last position opening occurred within the last month. The salary saving incurred from the four vacancies to date has been approximately \$65,000. Thus the office has affectively participated in the hiring slow down for the last 6 months.

I have attached a study of our comparable counties staffing (Woodbury County failed to respond) which indicates that our current staffing level is below the rural average per capita.

Thus, I concur with the Sheriff's recommendation to fill the Deputy vacancy at this time.

Cc: Sheriff Dennis Conard

Comparison of Deputy Staffing

<u>County</u>	<u>County Population</u>	<u>Major Urban Population</u>	<u>Rural Population</u>	<u>Number of Deputies</u>	<u>Number of Sergeants</u>	<u>Number of Lieutenants</u>	<u>Number of Captains</u>	<u>Staff per 1000</u>
Blackhawk	127,446	65,998	61,448	24	6	0	2	0.52
Johnson	125,692	62,649	63,043	23	11	4	1	0.62
Linn	205,836	124,417	81,419	39	14	2	2	0.70
Pottawattamie	89,409	60,271	29,138	40	6	2	0	1.65
Scott	162,687	99,514	63,173	30	6	4	2	0.66