

SCOTT COUNTY PERSONNEL ACTIONS

HR-4
7-21-09

BOARD MEETING: July 23, 2009

NEW HIRES

Employee/Department	Position	Salary	Effective Date	Remarks
Enrique Castillo FSS	Custodial Worker P/T	\$12.48/hr	07/14/09	Replaces Bertha Berry
Greg Mirfield FSS	Custodial Worker PT	\$12.48/hr	07/20/09	Replaces Bertha Berry

TRANSFERS AND PROMOTIONS

Employee/Department	New Position	Salary Change	Effective Date	Remarks
Kathy Andresen	Health Services Professional – P/T	\$21.61/hr	07/20/09	Transfer from full-time position

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
Sam Samara Information Technology	Network Infrastructure Supr	\$75,637 - \$76,526 (1.335%)	115%	08/04/08
Judy Kelly Sheriff/Jail	Inmate Services Clerk	\$35,917 - \$36,456 (1.5%)	104.5%	09/24/08
Ray Weiser Information Technology	GIS Coordinator	\$67,754 - \$70,464 (4.0%)	100.87%	11/28/08
Judy Kelly Sheriff/Jail	Inmate Services Clerk	\$36,456 - \$37,550 (3.0%)	107.7%	03/24/09
Timothy Dougherty Health	Environmental Health Specialist	\$48,641 - \$50,099 (3.0%)	96.522%	07/09/09
William Lomba Sheriff	Corrections Sergeant	\$52,111 - \$53,735 (3.5%)	107.806%	07/15/09
Patricia Beckman Health	Medical Assistant	\$38,640 - \$39,605 (2.5%)	101.907%	07/18/09
Wade Stierwalt Community Services	Case Aide Supervisor	\$52,296 - \$54,911 (5.0%)*	93.713%	07/28/09

*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 Heim Information Technology	Senior Programmer Analyst	12/31/08
Kathy Rodgers Treasurer	Tax Accounting Specialist	03/27/09
Wade Hamann Conservation	Assistant Golf Course Superintendent	05/06/09
Dan Dirksen Sheriff	Captain	05/26/09
Sue Brewer Recorder	Operations Manager	07/01/09
LaDonna McCollom Auditor	Senior Elections Clerk	07/09/09

SEPARATIONS

Employee/Department	Position	Hire Date	Separation Date	Reason for Separation
Helen McCormick Treasurer	Multi-Service Clerk	06/01/98	06/30/09	Discharged
Moses Robinson Juvenile Detention	Detention Youth Supervisor P/T	11/29/07	07/08/09	Voluntary resignation
John Marxen Sheriff	Deputy Sheriff	08/19/85	09/25/09	Retirement

REQUEST TO FILL VACANCIES

Position/Department	Position Status	Starting Date	Previous Incumbent	Recommendation
Deputy Sheriff Sheriff	Vacant 9/25/09	8/1/09	John Marxen	Approve to fill
Clerk II Treasurer	Vacant 6/30/09	ASAP	Helen McCormick	Approve to fill

TUITION REQUESTS

Employee/Department	Position	Course of Study	Course dates(s)
Brianna Boswell Health	Community Dental Consultant	Principles of Oral Health Promotion Minnesota State University	8/24/09 – 12/11/09

DENNIS CONARD, SHERIFF

Michael K. Brown
Chief Deputy Sheriff



Clifford G. Tebbitt
Jail Administrator

EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689 (FAX)

400 WEST 4th STREET
DAVENPORT, IOWA 52801-1104

www.scottcountyiowa.com
sheriff@scottcountyiowa.com

July 8, 2009

Memo To: Scott County Board of Supervisors

From: Sheriff Dennis Conard 

REF: Over-hire Request

I have been informed by Deputy John Marxen of his intention to retire from the Sheriff's Office, effective September 25, 2009.

With Deputy Marxen's retirement, Captain Dirksen's retirement and the current deputy sheriff opening, I am looking at hiring three new deputy sheriffs.

I am requesting Board approval to pre-hire a deputy prior to Deputy Marxen's retirement.

There is a new law enforcement academy class that will begin on September, 14, 2009. This would permit three deputies to attend the law enforcement academy at the same time. The next academy will not start until January, 2010, delaying our ability to get back to full strength in the deputy ranks.

BILL FENNELLY
SCOTT COUNTY TREASURER
600 W 4th Street
Davenport, Iowa 52801-1030

RECD JUL 1 2009



www.scottcountyiowa.com
www.iowatreasurers.org

MOTOR VEHICLE DIVISION
Scott County Administrative Center (563) 326-8664

PROPERTY TAX DIVISION
Scott County Administrative Center (563) 326-8670

COUNTY GENERAL STORE
2162 West Kimberly Road
Davenport, Iowa 52806
(563) 386-AUTO (2886)

To: Scott County Board of Supervisors

From: Bill Fennelly, Scott County Treasurer

Date: April 2, 2009

Subject: Justification for replacing Multi-Service Clerk

I am requesting authorization to fill the vacancy of our multi-service clerk position which was left vacant when the incumbent became unable to return to work due to a catastrophic illness.

We currently have 27 FTE's excluding the vacant position and Treasurer's position with a total of 477 years of experience earning 4,096 hours of vacation leave annually. We pride ourselves on restricting vacation leave to accommodate the anticipated workload and customer service needs. We have also embraced technology upgrades to provide improved record keeping, customer service with a new tax system in 2003, new motor vehicle system in 2005, on line property tax and vehicle registration renewals in 2004, in office credit or debit payments in 2008.

In fact when we experienced a vacancy in April 2007, we did not fill the vacancy immediately and requested the opportunity to operate without that position. After one year operating short 1 FTE, we determined it was detrimental to the operation of our office and requested to fill the vacancy in June 2008.

This position works at the counter helping customers transfer titles, renew vehicle registration receipts, collecting property tax payments, and myriad other clerical duties. In reviewing our customer service statistics over the last year,