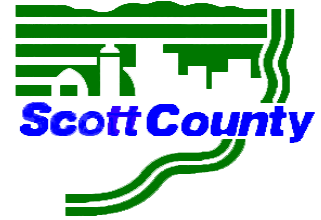


**KELLY G. CUNNINGHAM**  
**SCOTT COUNTY ATTORNEY**



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March 19, 2024

Vanessa Wierman  
Human Resources Director  
600 W. Fourth Street  
Davenport, Iowa 52801

RE: Scott County Attorney's Office Hiring Request

Dear Vanessa,

The County Attorney's Office will be losing a long-time employee to retirement on July 5th. Sally Marten is currently one of two Senior Victim Witness Specialists. She has held that position since 1998, the other specialist has been with the County for approximately a year and a half. This position requires some special training, therefore the request to overfill is essential. The attorneys rely on the specialists to assist them with victims from the start of the case through disposition.

The Senior Victim Witness Specialists coordinate with the Scott County Attorneys, Clerk of Court, Family Resources, Law Enforcement, Iowa Legal Aid, and Monsoon (culturally specific organization) frequently. The Specialists answer all victim walk-in questions, provide case updates, and keep in contact with parties through victim letters, victim packets and subpoenas.

The Senior Victim Witness Specialist is an AFSCME position. Sally is currently at Step 13. The new hire will come in at a Step 1 which is a significant cost savings.

In order to take full advantage of Sally's institutional knowledge, we are requesting that we over-fill her replacement with a start date somewhere between May 28th and no later than June 12, 2024, to allow for proper training of the unique processes required. This will still be a short amount of time for training. Sally is taking two separate weeks of vacation. One week in June and the first week in July, which is her last week of employment, so the extra training time will be extremely helpful in working toward a smooth transition moving forward on July 8th.

Thank you for your consideration.

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