

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: July 5, 2022		ITEM TIME:
FROM:	Kathy Nelson, HR Director	
TODAY'S DATE:	June 28, 2022	
AGENDA TITLE:	Request Approval of the Assistant Airport Security Coordinator Pay Scale.	
CHECK ONE THAT APPLIES TO YOUR ITEM:		
<input checked="" type="checkbox"/> X ACTION ITEM		
<input type="checkbox"/> DIRECTION		
<input type="checkbox"/> INFORMATION		
I. DESCRIBE THE REQUEST OR ISSUE:		
Consideration to Approve the Assistant Airport Security Coordinator (AASC) Pay Scale.		
II. RECOMMENDED ACTION:		
Recommend Approval of the Assistant Airport Security Coordinator Pay Scale.		
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):		
PROPOSED REVENUE: NA		
PROPOSED EXPENDITURE: This position is budgeted. The proposed base annual salary at step 1 of the Pay Scale is \$47,200.		
FUNDING SOURCE:		
YVRA		
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):		
NA		
V. BACKGROUND INFORMATION:		
<p>This is a request to approve the Assistant Airport Security Coordinator Pay Scale.</p> <p>Airport Director, Kevin Booth, is requesting approval of the AASC pay scale. This position will report to the Airport Security Coordinator position and assist with the maintenance of airport security programs, security directives, and airport tenant activities for compliance with TSA as well as local and state regulations.</p> <p>In determining the salary for this role, Mr. Booth researched similar airport security roles and is requesting that the AASC salary is benchmarked against the current YVRA Operations Safety and Security (OSS) Firefighter position.</p> <p>I have reviewed Mr. Booth's recommended job description and pay scale and suggest approval of the pay scale. The County Manager has reviewed this request and has recommended it be placed on the agenda for your consideration and approval.</p>		
VI. LEGAL ISSUES:		
None known.		
VII. CONFLICTS OR ENVIRONMENTAL ISSUES:		
None known.		

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VIII. SUMMARY AND OTHER OPTIONS:

The Board can approve the proposed pay scale, approve an alternate pay scale or deny approval.