



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: 8/16/2022	ITEM TIME:
-----------------------------	-------------------

FROM:	Kathy Nelson
TODAY'S DATE:	August 9, 2022
AGENDA TITLE:	Consideration to Approve Hiring Above Step 1
CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input checked="" type="checkbox"/> ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	
I. DESCRIBE THE REQUEST OR ISSUE:	
Consideration to Approve Hiring the Planner II at Step 5 with the Opportunity to Advance to Step 6 Upon Successful Completion of a 6-month Performance Evaluation.	
II. RECOMMENDED ACTION (motion):	
Recommend Approval to Hire the Planner II at Step 5 with the Opportunity to Advance to Step 6 upon Successful Completion of a 6-month Performance.	
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE (if applicable):	
PROPOSED EXPENDITURE: This position is budgeted. The 2022 annual base compensation at Step 5 is estimated at \$72,178.38.	
FUNDING SOURCE: Planning Department	
SUPPLEMENTAL BUDGET NEEDED:	
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):	
None Known	
V. BACKGROUND INFORMATION:	
Planning Director, Kristy Winser is requesting to hire Sally Ross at Step 5 of the Planner II pay scale with the opportunity to advance to Step 6 upon successful completion of her 6-month performance evaluation. Ms. Ross meets all of the education and work experience required to be hired at Step 5 and advance to Step 6. She has a Bachelor of Arts, and a Master's degree, and over 16 years of relevant job experience, 13 years above what is required.	
I recommend approval of hiring Ms. Ross at Step 5 with the opportunity to advance to Step 6. The County Manager has reviewed this request and has approved placing this on the agenda for your consideration and approval.	



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

VI. LEGAL ISSUES:

None Known

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None Known

VIII. SUMMARY AND OTHER OPTIONS:

The Board can approve or deny the step increase or ask for additional information.