

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

<b>ITEM DATE:</b> August 23, 2022		<b>ITEM TIME:</b>	
<b>FROM:</b>		Kathy Nelson, Human Resources Director	
<b>TODAY'S DATE:</b>		August 17, 2022	
<b>AGENDA TITLE:</b>		Consideration to Approve Hiring the Planner Technician Above Step 1	
<b>CHECK ONE THAT APPLIES TO YOUR ITEM:</b>			
<input checked="" type="checkbox"/> <b>ACTION ITEM</b>			
<input type="checkbox"/> <b>DIRECTION</b>			
<input type="checkbox"/> <b>INFORMATION</b>			
<b>I. DESCRIBE THE REQUEST OR ISSUE:</b>			
Consideration to Approve Hiring the Planner Technician at Step 4 with the Opportunity to Advance to Step 5 Upon Successful Completion of a 6-month Performance Evaluation.			
<b>II. RECOMMENDED ACTION:</b>			
Motion to Approve Hiring the Planner Technician at Step 4 with the Opportunity to Advance to Step 5 Upon Successful Completion of a 6-month Performance Evaluation.			
<b>III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):</b>			
<b>PROPOSED REVENUE:</b> None			
<b>PROPOSED EXPENDITURE:</b> This position is budgeted. Annual Base Compensation at Step 4 is: \$53,622.15			
<b>FUNDING SOURCE:</b> Planning Dept.			
<b>IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):</b>			
None Known.			
<b>V. BACKGROUND INFORMATION:</b>			
Kristy Winser is requesting to hire Blake Kelly at Step 4 with the Opportunity to Advance to Step 5 Upon Successful Completion of a 6-month Performance Evaluation.  Mr. Kelly meets all of the education and work experience required to be hired at Step 4. He has a Bachelor of Science and over 8 years of relevant customer service and technician experience.  I recommend approval of hiring Mr. Kelly at Step 4 with the opportunity to advance to Step 5 upon successful completion of a 6-month performance evaluation. The County Manager has reviewed this request and approved placing this request on the agenda for your consideration and approval.			
<b>VI. LEGAL ISSUES:</b>			
None known.			
<b>VII. CONFLICTS OR ENVIRONMENTAL ISSUES:</b>			
None known.			
<b>VIII. SUMMARY AND OTHER OPTIONS:</b>			
The Board can approve or deny the step increase or ask for additional information.			

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