

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: November 1, 2022		ITEM TIME:	
FROM:		Kathy Nelson, Human Resources Director	
TODAY'S DATE:		October 25, 2022	
AGENDA TITLE:		CONSIDERATION TO APPROVE HIRING A FINANCE TECHNICIAN 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 new Finance Technician at Step 6 of the pay scale.			
II. RECOMMENDED ACTION:			
Recommend approval to hire the new Finance Technician at Step 6 of the pay scale.			
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):			
PROPOSED REVENUE: None			
PROPOSED EXPENDITURE: This position has been budgeted. The 2022 annual compensation for this role is \$60,881.			
FUNDING SOURCE: Accounting			
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):			
None Known.			
V. BACKGROUND INFORMATION:			
Dan Strnad is requesting to hire Ms. Aragon at Step 6 of the Finance Technician pay scale.			
Ms. Aragon meets all of the education and work experience required to be hired at Step 6. She has an A.A. in Liberal Arts, is a Certified Professional Coder and Community Health-Coding and Billing Specialist, and has over 18 years of related work experience; 15 years above the minimum required.			
I recommend approval to hire Ms. Aragon at Step 6 of the Finance Technician Pay Scale. The County Manager has reviewed this request and recommended it be placed on the agenda for your consideration for approval.			
VI. LEGAL ISSUES:			
None known.			
VII. CONFLICTS OR ENVIRONMENTAL ISSUES:			
None known.			

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

VIII. SUMMARY AND OTHER OPTIONS:

The Board can approve or deny the step increase.