Yellowstone County Commissioners
RECEIVED
JUN 03 2020

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

Section 1 is to be completed by the initiating department for recommended personnel changes

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Name: BRUTLAG, WESLEY J

Effective Date: ~~6/1/2020~~ 6/16/2020

Current Title: Deputy Sheriff

Gr. ____ Salary $ 26.81/HR

Title Change: Deputy Sheriff/Diff/Coroner

Gr. ____ Salary $ 29.01/HR

Check as Applicable:

Regular Full Time:	X	New Hire:	___
Regular Part Time:	___	Rehire:	___
Temp Full Time:	___		
Temp Part Time:	___	Termination:	___
Seasonal Hire:	___	Promotion:	___
Replaces position Name_____	___	Transfer:	___
New Budgeted Position	___	Demotion:	___
Other:	___	Reclassification:	X

Funding: 2300 - 132 - 420150 - 111 Percent 100 New Account ___

____ - ____ - ____ - ____ Percent ____ Split Account ___

Elected Official/Department Head

6/2/2020
Date

Section 2

Human Resources:

Note: _____

Director 6-3-20 Date

Finance:

Note: _____

Director 6.3.2020 Date

H.R. Comments:

_____

_____

Date entered in payroll _____

Clerk & Recorder - original
Human Resources – canary
Auditor – pink
Department - goldenrod

Commissioner's Action

	Approve	Disapprove
Chair	___	___
Member	___	___
Member	___	___

revised 02/13

Yellowstone County Commissioners
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JUN 03 2020

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

Section 1 is to be completed by the initiating department for recommended personnel changes

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Name: LEONHARDT, JOSHUA

Effective Date: 6/16/2020

Current Title: Deputy Sheriff/FTO

Gr. ____ Salary $ 27.86/HR

Title Change: Deputy Sheriff

Gr. ____ Salary $ 27.60/HR

Check as Applicable:

Regular Full Time:	XX	New Hire:	___
Regular Part Time:	___	Rehire:	___
Temp Full Time:	___		
Temp Part Time:	___	Termination:	___
Seasonal Hire:	___	Promotion:	___
Replaces position Name_____	___	Transfer:	___
New Budgeted Position	___	Demotion:	___
Other: Remove FTO	X	Reclassification:	X

Funding: 2300 - 132 - 420150 - 111 Percent 100 New Account ___

___ - ___ - ___ - ___ Percent ___ Split Account ___

3-15

Elected Official/Department Head

6/3/2020

Date

Section 2

Human Resources:

Note: _____

6-3-20

Director Date

Finance:

Note: _____

6.3.2020

Director Date

H.R. Comments:

_____

_____

Date entered in payroll _____

Clerk & Recorder - original
Human Resources – canary
Auditor – pink
Department - goldenrod

Commissioner's Action

	Approve	Disapprove
Chair	___	___
Member	___	___
Member		___

revised 02/13

Yellowstone County Commissioners
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JUN 08 2020

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

Section 1 is to be completed by the initiating department for recommended personnel changes

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Name: NEWELL, SCOTT L

Effective Date: 7/1/2020

Current Title: DEPUTY SHERIFF

Gr. ____ Salary $ 25.92/HR (FY 19 20)

Title Change: _____

Gr. ____ Salary $ _____

Check as Applicable:

Regular Full Time:	XX	New Hire:	XX
Regular Part Time:	___	Rehire:	___
Temp Full Time:	___		
Temp Part Time:	___	Termination:	___
Seasonal Hire:	___	Promotion:	___
Replaces position	XX	Transfer:	___
Name ANDERSON, J			
New Budgeted Position	___	Demotion:	___
Other:	___	Reclassification:	___

Funding: 2300 - 132 - 420150 - 111 Percent 100 New Account ___

_____ - _____ - _____ - _____ Percent ____ Split Account ___

Elected Official/Department Head

6/4/2020
Date

Section 2

Human Resources:

Note: R+S followed AM

Director 6-5-20 Date

Finance:

Note: _____

Director 6.8.2020 Date

H.R. Comments:

_____

_____

Date entered in payroll _____

Clerk & Recorder - original
Human Resources – canary
Auditor – pink
Department - goldenrod

Commissioner's Action

	Approve	Disapprove
Chair	___	___
Member	___	___
Member	___	___

revised 02/13

Yellowstone County Commissioners
RECEIVED
JUN 09 2020

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

Section 1 is to be completed by the initiating department for recommended personnel changes

Name: Jim Kaczmarek Effective Date: 6/16/2020

Current Title: Facilities Superintendent Gr. 4 Salary $ 29.63/hr

Title Change: " " " Gr. " Salary $ 31.11 hr
$64,708.80 yr.

Check as Applicable:

Regular Full Time:	___	New Hire:	___
Regular Part Time:	___	Rehire:	___
Temp Full Time:	___		
Temp Part Time:	___	Termination:	___
Seasonal Hire:	___	Promotion:	___
Replaces position Name ___	___	Transfer:	___
New Budgeted Position	___	Demotion:	___
Other: added 5% probation completed		Reclassification:	___

Funding: 1000 - 145 - 411200 - 111 Percent 75 New Account ___
2300 - 140 - 411200 - 111 Percent 25 Split Account ___

Elected Official/Department Head Date

Section 2

Human Resources:

Note: per BOCC 5% after 6 months
Margaret Virginia
Director Date

Finance:

Note: ___
Paul Jones 6.9.2020
Director Date

H.R. Comments:

Date entered in payroll ___

Clerk & Recorder - original
Human Resources – canary
Auditor – pink
Department - goldenrod

Commissioner's Action

	Approve	Disapprove
Chair	___	___
Member	___	___
Member	___	___

revised 02/13

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

Section 1 is to be completed by the initiating department for recommended personnel changes

Name: Tim Kaczmarek Effective Date: 12/16/2019

Current Title: Asst. Facilities Superintendent Gr. G Salary $ 2440/hr.

Title Change: Facilities Superintendent Gr. H Salary $ 61,640.42 yr
1903 TF ✓ 29.03 hr.

Check as Applicable:

Regular Full Time: X
Regular Part Time: ___
Temp Full Time: ___
Temp Part Time: ___
Seasonal Hire: ___
Replaces position X
Name Greg Erdenbach
New Budgeted Position ___
Other: add. 5% after 6 month 6/16/20

New Hire: ___
Rehire: ___
Termination: ___
Promotion: X
Transfer: ___
Demotion: ___
Reclassification: ___

31.11 hr
as of 6/16/20

Funding: 1000 - 145 - 411200 - 111 Percent 75 New Account ___
230 - 146 - 411200 - 111 Percent 25 Split Account X

Elected Official/Department Head Date

Section 2

Human Resources:
Note: _____
Director Date

Finance:
Note: _____
Director Date

H.R. Comments:

Commissioner's Action

	Approve	Disapprove
Chair	___	___
Member	___	___
Member	___	___

Date entered in payroll _____

Clerk & Recorder - original
Human Resources – canary
Auditor – pink
Department - goldenrod

revised 02/13