Yellowstone County Commissioners
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YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

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

Name: Erica Wiley Effective Date: 2/5/2021

Current Title: admin. asst. to BOCC Gr. ____ Salary $ 21.42

Title Change: _____ Gr. ____ Salary $ _____

Check as Applicable:

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

Funding: 1000 - 100 - 410100 - 111 Percent 100 New Account ___

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

_____ _____

Elected Official/Department Head Date

Section 2

Human Resources:

Note: _____

Director Date 1-28-21

Finance:

Note: _____

Director Date 1.28.2021

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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JAN 26 2021

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JAN 25 2021
YELLOWSTONE COUNTY
HUMAN RESOURCES

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

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

Name: Jacqueline Mota

Effective Date: 1/25/2021

Current Title: _____

Gr. C Salary $ 13.65/hr

Title Change: _____

Gr. ____ Salary $ _____

Check as Applicable:

Regular Full Time: X
Regular Part Time: ___

Temp Full Time: ___
Temp Part Time: ___

Seasonal Hire: ___

Replaces position ___
Name_____
New Budgeted Position ___

Other: ___

New Hire: ___

Rehire: ___

Termination: X
Never started employment

Promotion: ___

Transfer: ___

Demotion: ___

Reclassification: ___

Funding: 1000 - 113 - 410540 - 111 Percent 100% New Account ___
_____ - _____ - _____ - _____ Percent ____ Split Account ___

Sherry Long
Elected Official/Department Head

1/25/2021
Date

Section 2

Human Resources:

Note: _____

D Vigness 1-25-21
Director Date

Finance:

Note: _____

Jen Jones 1.26.2021
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	[signature]	___
Member	___	___
Member	[signature]	___

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Yellowstone County Commissioners
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YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT
Section 1

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

Name: ANDERSON, BRYAN

Effective Date: 2/ 1/2021

Current Title: DEPUTY SHERIFF/DIFF

Gr. ____ Salary $ 28.88/HR

Title Change: DEPUTY SHERIFF

Gr. ____ Salary $ 27.98/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 Differential	X	Reclassification:	X

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

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

Elected Official/Department Head

01/25/2021
Date

Section 2

Human Resources:

Note: ____

Director 1-25-21 Date

Finance:

Note: ____

Director 1.26.2021 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	✓	___

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