

BOARD OF COUNTY COMMISSIONERS DEPARTMENT HEAD MEETING MINUTES

DATE: Monday June 11, 2007

TIME: 9:40 a.m.

COMMISSIONERS PRESENT: Chairman Alan Crankovich, Vice-Chairman David Bowen, Commissioner Mark McClain

DEPARTMENT: Auditor

DEPARTMENT HEAD: Jerry Pettit, Auditor

OTHERS PRESENT: Julie Kjorsvik, Clerk of the Board, Kirk Eslinger, Human Resources Director

TOPIC:	Position alignment for Terri Mohan.
DISCUSSION:	<p>Jerry Pettit requested changing Terri Mohan's position from Accounting Assistant to Accounting Tech. He said he has analyzed the position and she has been working outside of her current position. They have proposed a new job description relating to the responsibilities including monitoring Cash Tax, grant contracts, increased work with the State and Federal billings, monitoring proper coverage for auto insurance. He said they would also like to change the minimum qualifications. He indicated he was not proposing the change for a person, only the position itself. The position would go from 35 to 40 hours a week.</p> <p>The Board asked questions relating to it being possibly grieved by the Union, and</p>
ACTION:	The Board approved the request and signed a PAF for Terri Mohan, effective July 1, 2007.