



# COUNTY OF UNION

## Part C - GOVERNMENT RECORDS REQUEST RESPONSE

Requestor: Tina Kenna

Request Date: 4/23/12 - Steven A.S.

- Document(s) provided: reful pages, at a total cost of: 0 Positive Contact Charges
- Special Service Charge imposed - Reason: \_\_\_\_\_, cost: \_\_\_\_\_
- Document(s) have been inspected by the requestor on the date shown below: \_\_\_\_\_ documents, \_\_\_\_\_ total pages
- Document(s) not provided (see below)

The document(s) you have requested that are checked below are NOT being provided because the document(s) are considered privileged or are otherwise exempt from public access, as provided by applicable law:

- Privileged or Protected Category**
- Advisory, Consultative or Deliberative material
  - Autopsy Photos / Video
  - Attorney-Client Privilege Information
  - Computer Security Information
  - Criminal Investigatory Records
  - Credit Card Numbers
  - Domestic Security (Sabotage or Terrorism)
  - Grievance Information with public employer
  - Drivers' License Numbers
  - Electronic Surveillance Materials
  - Emergency or Security Information or Procedures
  - Employee Sexual Harassment Complaints
  - Fingerprint Cards
  - Individual's Medical, Financial, or Tax records
  - Insurance Communications
  - Investigation in Progress
  - Labor Negotiation Information (strategy or positions)
  - Personnel or Pension Records
  - Photographs of Crime Scene
  - Proprietary Information
  - Reasonable Expectation of Privacy
  - Resumes of unsuccessful applicants
  - Safety of persons or the public
  - Security Measures and Surveillance Techniques
  - Social Security Numbers
  - Test Questions, Scoring Keys, or other Exam Data
  - Victim records
  - Record has been destroyed/not retained pursuant to:
  - Other

**Authority for Denial or Redaction**

- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- Executive Order 21 (McGreevey)
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 2A:156A-19
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- Executive Order 9 (Hughes)
- Executive Order 26 (McGreevey)
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-3a
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-10
- Executive Order 9 (Hughes)
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- Executive Order 26 (McGreevey)
- Executive Order 69 (Whitman)
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- Executive Order 26 (McGreevey)
- N.J.S.A. 47:1A-1.1; N.J.S.A. 2A:82-46b

Records Retention and Disposition Schedule  
personnel - as noted in document

You have a right to appeal this decision that the documents requested are not accessible. You may take your appeal to the Government Records Council (GRC) or to the New Jersey Superior Court as provided by N.J.S.A. 47:1A-6 and 7. Please see the attached "Part D - Procedures to Challenge Denial of Access to Government Records" and GRC information.

Date: 4/30/12

[Signature]  
County Official

**ACKNOWLEDGMENT**

I hereby acknowledge that I have received copies of, or have been permitted to view/inspect, the documents requested except for any documents specifically listed above on which a determination has been made that the documents could not be provided in accordance with applicable law. If any documents have not been provided, I have received information as to the procedures for an appeal of the determination.

Date: \_\_\_\_\_

Requestor's Signature \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-90401

## ACTION TO BE TAKEN

### NEW HIRE

- Interim
- Permanent
- Provisional
- Temporary
- Unclass
- WIA

- PROMOTION IN POSITION
- PROMOTION TO VACANCY
- TRANSFER
- REPLACE VACANCY
- TEMPORARY APPOINTMENT
- INTERIM APPOINTMENT
- FUNDING ALLOCATION CHANGE
- SALARY CHANGE
- TITLE CHANGE
- OTHER out of title pay

Certification #:

## CURRENT POSITION INFORMATION

## PROPOSED POSITION INFORMATION

DEPT/DIV 789-118 Human Svcs/ Child Support  
 PREVIOUS EMPLOYEE Belo Alzira  
 TITLE Human Svc Spclst 3  
 SALARY \$62,923.00  
 FUND ALLOCATIONS 100% County   
 UNION/EXCLUSIONARY A64 CWA Union County Social S  
 GRADE  HOURS 70.00 Date Avail.: 1/23/2012

DEPT/DIV 789-118 Human Svcs/ Child Support  
 PROPOSED EMPLOYEE Belo Alzira  
 TITLE Human Services Specialist 4 (out of title)  
 SALARY \$70,613.00  
 FUND ALLOCATIONS 100% County   
 UNION/EXCLUSIONARY A63 Teamsters L102 Primary Sup  
 GRADE  HOURS 70.00 HIRE D 2/13/2001

## SELECTED CANDIDATE INFORMATION

NAME Belo Alzira  
 STARTING/PROPOSED SALARY \$70,613.00  
 GRADE  MIN: \$70,613.00 MAX: \$89,235.00  
 EFFECTIVE DATE 1/23/2012  
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION 4/13/2009

EMPLOYEE'S CURRENT SALARY \$62,923.00  
 CURRENT GRADE  PC# 00-90401  
 \$ Increase \$7,690.00  
 Current Title Human Svc Spclst 3  
 Current Union A64

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD	<i>[Signature]</i> 3/9/12	ADMIN. SERVICES	<i>[Signature]</i> 3-22-12
PERSONNEL	<i>[Signature]</i> 3-22-12	COUNTY MANAGER	<i>[Signature]</i> 3/22/12
FINANCE	<i>[Signature]</i> 3/9/12		

## AUTHORIZE TO HIRE

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

## ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

Out of title pay for Alzira Belo as she has been acting in a supervisory capacity in the absence of Gary Armbruster, HSS 4. This position is at least 60% reimbursed by the State.

*In accordance with Article 21, Section 2 of the bargaining agreement with CWA Local 1050*

EEO 4 FUNCTION CODE 3

16

# PROPOSED PERSONNEL ACTION

172

AGENDA #:

POSITION CONTROL #

00-93371

## ACTION TO BE TAKEN

### NEW HIRE

- Interim
- Permanent
- Provisional
- Temporary
- Unclass
- WIA

- PROMOTION IN POSITION
- PROMOTION TO VACANCY
- TRANSFER
- REPLACE VACANCY
- TEMPORARY APPOINTMENT
- INTERIM APPOINTMENT
- FUNDING ALLOCATION CHANGE
- SALARY CHANGE
- TITLE CHANGE
- OTHER

Certification #:

## CURRENT POSITION INFORMATION

## PROPOSED POSITION INFORMATION

DEPT/DIV **789-117 Human Svcs/ Food Stamp Progr**  
 PREVIOUS EMPLOYEE **Cardona Rita**  
 TITLE **Sr Clerk Typist**  
 SALARY **\$52,287.00**  
 FUND ALLOCATIONS  County   
 UNION/EXCLUSIONARY **A64** CWA Union County Social S  
 GRADE  HOURS **70.00** Date Avail.: **2/1/2012**

DEPT/DIV **789-117 Human Svcs/ Food Stamp Progra**  
 PROPOSED EMPLOYEE **Gibson Denise**  
 TITLE **Senior Clerk Typist**  
 SALARY **\$49,304.00**  
 FUND ALLOCATIONS  County   
 UNION/EXCLUSIONARY **A64** CWA Union County Social S  
 GRADE  HOURS **70.00** HIRE D **12/4/1999**

## SELECTED CANDIDATE INFORMATION

NAME **Gibson Denise**  
 STARTING/PROPOSED SALARY **\$49,304.00**  
 GRADE  MIN: **\$36,083.00** MAX: **\$52,287.00**  
 EFFECTIVE DATE **2/1/2012**  
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY **\$47,017.00**  
 CURRENT GRADE  PC# **00-94121**  
 \$ Increase **\$2,287.00**  
 Current Title **Clerk Typist**  
 Current Union **A64**

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD	<i>[Signature]</i> 3/15/12	ADMIN. SERVICES	<i>[Signature]</i> 3-12-12
PERSONNEL	<i>[Signature]</i> 3/22/12	COUNTY MANAGER	<i>[Signature]</i> 3/22/12
FINANCE	<i>[Signature]</i> 3/27/12		

## AUTHORIZE TO HIRE

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

## ADDITIONAL INFORMATION (including Position Funding with account numbers: X-XX-XX-XXX-XXX-XXX format)

Rita Cardona is retiring 2/1/12. ~~\_\_\_\_\_~~. This position is 50% reimbursible by the State.

EEO 4 FUNCTION CODE 3

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-00291

## ACTION TO BE TAKEN

### NEW HIRE

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER       SALARY CHANGE  
 REPLACE VACANCY       TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER GRADE

Certification #: \_\_\_\_\_

## CURRENT POSITION INFORMATION

## PROPOSED POSITION INFORMATION

DEPT/DIV **703-020 County Manager**  
PREVIOUS EMPLOYEE **Givens Brandon**  
TITLE **Keyboarding Clerk 1**  
SALARY **\$35,000.00**  
FUND ALLOCATIONS **100% Open Space**  
UNION/EXCLUSIONARY **A50 Non-Contractuals**  
GRADE **G14.5** HOURS **70.00** Date Avail.: **3/10/2012**

DEPT/DIV **703-020 County Manager**  
PROPOSED EMPLOYEE **Biniaris Judith**  
TITLE **KEYBOARDING CLERK 2**  
SALARY **\$53,045.58**  
FUND ALLOCATIONS **100% Trust**  
UNION/EXCLUSIONARY **A50 Non-Contractuals**  
GRADE **G16** HOURS **70.00** HIRE D **9/27/1999**

## SELECTED CANDIDATE INFORMATION

NAME **Biniaris Judith**  
STARTING/PROPOSED SALARY **\$53,045.58**  
GRADE **G16** MIN: **\$40,940.00** MAX: **\$61,410.00**  
EFFECTIVE DATE **3/10/2012**  
PROMOTION IN POSITION  PROMOTION TO VACANCY   
DATE OF LAST PROMOTION \_\_\_\_\_

EMPLOYEE'S CURRENT SALARY **\$53,045.58**  
CURRENT GRADE **G16** PC# **00-00841**  
\$ Increase **\$0.00**  
Current Title **Keyboarding Clerk 2 G16**  
Current Union **A50**

## AUTHORIZATION FOR REQUESTED ACTION

	DATE	DATE
DEPARTMENT HEAD		
PERSONNEL <i>[Signature]</i>	<b>3-8-12</b>	<b>3-8-12</b>
FINANCE <i>[Signature]</i>	<b>3/14/12</b>	

## AUTHORIZE TO HIRE

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO. \_\_\_\_\_ DATE ADOPTED \_\_\_\_\_

## ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

100% - 5-26-48-900-999-011

EEO 4 FUNCTION CODE \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-00841

## ACTION TO BE TAKEN

### NEW HIRE

- Interim
- Permanent
- Provisional
- Temporary
- Unclass
- WIA

- PROMOTION IN POSITION
- PROMOTION TO VACANCY
- TRANSFER
- REPLACE VACANCY
- TEMPORARY APPOINTMENT
- INTERIM APPOINTMENT
- FUNDING ALLOCATION CHANGE
- SALARY CHANGE
- TITLE CHANGE
- OTHER GRADE

Certification #:

## CURRENT POSITION INFORMATION

## PROPOSED POSITION INFORMATION

DEPT/DIV **702-350 Admin Svcs/ Personnel Mngmt**  
PREVIOUS EMPLOYEE **Biniaris Judith**  
TITLE **Keyboarding Clerk 2**  
SALARY **\$53,045.58**  
FUND ALLOCATIONS **100% County**  
UNION/EXCLUSIONARY **A50 Non-Contractuals**  
GRADE **G16** HOURS **70.00** Date Avail.: **3/10/2012**

DEPT/DIV **703-020 County Manager**  
PROPOSED EMPLOYEE **Givens Brandon**  
TITLE **KEYBOARDING CLERK 1**  
SALARY **\$35,000.00**  
FUND ALLOCATIONS **100% County**  
UNION/EXCLUSIONARY **A50 Non-Contractuals**  
GRADE **G14.5** HOURS **70.00** HIRE D **8/13/2011**

## SELECTED CANDIDATE INFORMATION

NAME **Givens Brandon**  
STARTING/PROPOSED SALARY **\$35,000.00**  
GRADE **G14.5** MIN: **\$33,260.00** MAX: **\$49,890.00**  
EFFECTIVE DATE **3/10/2012**  
PROMOTION IN POSITION  PROMOTION TO VACANCY   
DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY **\$35,000.00**  
CURRENT GRADE **G14.5** PC# **00-00291**  
\$ Increase **\$0.00**  
Current Title **Keyboarding Clerk 1 G14.5**  
Current Union **A50**

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3-8-12	ADMIN. SERVICES <i>[Signature]</i>	3-8-12
PERSONNEL <i>[Signature]</i>	3-8-12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	3/14/12		

## AUTHORIZE TO HIRE

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

EEO 4 FUNCTION CODE \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-36263

## ACTION TO BE TAKEN

### NEW HIRE

- Interim
- Permanent
- Provisional
- Temporary
- Unclass
- WIA

- PROMOTION IN POSITION
- PROMOTION TO VACANCY
- TRANSFER
- REPLACE VACANCY
- TEMPORARY APPOINTMENT
- INTERIM APPOINTMENT
- FUNDING ALLOCATION CHANGE
- SALARY CHANGE
- TITLE CHANGE
- OTHER

Certification #: \_\_\_\_\_

## CURRENT POSITION INFORMATION

## PROPOSED POSITION INFORMATION

DEPT/DIV **703-020 County Manager**  
PREVIOUS EMPLOYEE **VACANT (Holley Jamel)**  
TITLE **Clerk ( Econ Dev Spclst)**  
SALARY **\$68,791.13**  
FUND ALLOCATIONS **100% County**  
UNION/EXCLUSIONARY **A50 Non-Contractuals**  
GRADE **G17.5** HOURS **70.00** Date Avail.: **7/11/2011**

DEPT/DIV **702-350 Admin Svcs/ Personnel Mngmt &**  
PROPOSED EMPLOYEE **TO BE DETERMINED**  
TITLE **CLERK 1**  
SALARY \_\_\_\_\_  
FUND ALLOCATIONS **100% County**  
UNION/EXCLUSIONARY **A50 Non-Contractuals**  
GRADE **G17.5** HOURS **70.00** HIRE D \_\_\_\_\_

## SELECTED CANDIDATE INFORMATION

NAME **TO BE DETERMINED**  
STARTING/PROPOSED SALARY \_\_\_\_\_  
GRADE **G17.5** MIN: **\$50,480.00** MAX: **\$75,720.00**  
EFFECTIVE DATE **3-10-12**  
PROMOTION IN POSITION  PROMOTION TO VACANCY   
DATE OF LAST PROMOTION \_\_\_\_\_

EMPLOYEE'S CURRENT SALARY \_\_\_\_\_  
CURRENT GRADE \_\_\_\_\_ PC# \_\_\_\_\_  
\$ Increase \_\_\_\_\_  
Current Title \_\_\_\_\_  
Current Union \_\_\_\_\_

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD		ADMIN. SERVICES	3-8-12
PERSONNEL <i>[Signature]</i>	3-8-12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	3/14/12		

## AUTHORIZE TO HIRE

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO. \_\_\_\_\_

DATE ADOPTED \_\_\_\_\_

ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

EEO 4 FUNCTION CODE \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-30222

## ACTION TO BE TAKEN

### NEW HIRE

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY               TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 794-720 Human Svcs/ Planning  
 PREVIOUS EMPLOYEE VACANT (Johnson Reginald)  
 TITLE Prgm Dev Spclst/ Comm Svcs  
 SALARY \$40,206.85  
 FUND ALLOCATIONS 100% Grant  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G15 HOURS 70.00 Date Avail.: 12/8/2011

DEPT/DIV 794-720 Human Svcs/ Planning  
 PROPOSED EMPLOYEE Lucero-Gutierrez Leslie  
 TITLE Prgm Dev Spclst/Comm Svc  
 SALARY \$39,122.00  
 FUND ALLOCATIONS 100% Grant  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G15 HOURS 70.00 HIRE D 7/30/2005

### SELECTED CANDIDATE INFORMATION

NAME Lucero-Gutierrez Leslie  
 STARTING/PROPOSED SALARY \$39,122.00  
 GRADE G15 MIN: \$35,560.00 MAX: \$53,340.00  
 EFFECTIVE DATE 3/12/2012  
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY \$39,122.10  
 CURRENT GRADE G15 PC# 00-30791  
 \$ Increase   
 Current Title Prg Dev Spclst Comm G15  
 Current Union A50

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD	3/15/12	ADMIN. SERVICES	3/22/12
PERSONNEL	3/22/12	COUNTY MANAGER	3/22/12
FINANCE	3/27/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

100% Grant  
G-02-10-405-427-181

EEO 4 FUNCTION CODE 3

8

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-80641

## ACTION TO BE TAKEN

**NEW HIRE:**

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY     FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY           TITLE CHANGE  
 TEMPORARY APPOINTMENT    OTHER Cost Center Change

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 791-608 Runnells/ Performance Improve  
 PREVIOUS EMPLOYEE Erdos Jennifer  
 TITLE Clerk Typist G17.0  
 SALARY \$71,536.00  
 FUND ALLOCATIONS 100% County  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G17 HOURS 70.00 Date Avail.:

DEPT/DIV 703-020 County Manager  
 PROPOSED EMPLOYEE Erdos, Jennifer  
 TITLE Keyboarding Clerk 1 (formerly Clerk Typist)  
 SALARY \$71,536.00  
 FUND ALLOCATIONS 100% County  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G17 HOURS 70.00 HIRE D

### SELECTED CANDIDATE INFORMATION

NAME Erdos, Jennifer  
 STARTING/PROPOSED SALARY \$71,536.00  
 GRADE G17 MIN: \$47,060.00 MAX: \$70,590.00  
 EFFECTIVE DATE 3/17/2012  
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY   
 CURRENT GRADE  PC#   
 \$ Increase   
 Current Title   
 Current Union

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3/28/12	ADMIN. SERVICES <i>[Signature]</i>	3/30/12
PERSONNEL <i>[Signature]</i>	3/30/12	COUNTY MANAGER <i>[Signature]</i>	4/4/12
FINANCE <i>[Signature]</i>	3/30/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.  DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

Cost Center Change from CC:791-608, to CC:703-020, effective 03/17/2012.

EEO 4 FUNCTION CODE



# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

10-00005

## ACTION TO BE TAKEN

### NEW HIRE

- Interim       Temporary  
 Permanent     Unclass  
                     Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY     FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY             TITLE CHANGE  
 TEMPORARY APPOINTMENT    OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 745-950 Public Safety/ Police  
 PREVIOUS EMPLOYEE VACANT ( )  
 TITLE Public Safety Telecom Trainee  
 SALARY   
 FUND ALLOCATIONS 100% County    
 UNION/EXCLUSIONARY A51 Union Council #8  
 GRADE  HOURS 80.00 Date Avail.: 6/29/2010

DEPT/DIV 745-950 Public Safety/ Police  
 PROPOSED EMPLOYEE Laganga Michael  
 TITLE Public Safety Telecom Trainee  
 SALARY \$35,000.00  
 FUND ALLOCATIONS 100% County    
 UNION/EXCLUSIONARY A51 Union Council #8  
 GRADE  HOURS 80.00 HIRE D

### SELECTED CANDIDATE INFORMATION

NAME Laganga Michael      EMPLOYEE'S CURRENT SALARY   
 STARTING/PROPOSED SALARY \$35,000.00      CURRENT GRADE  PC#   
 GRADE  MIN: \$29,662.00 MAX: \$47,206.00      \$ Increase   
 EFFECTIVE DATE       Current Title   
 PROMOTION IN POSITION  PROMOTION TO VACANCY       Current Union   
 DATE OF LAST PROMOTION

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	2-21-12	ADMIN. SERVICES <i>[Signature]</i>	5-14-12
PERSONNEL <i>[Signature]</i>	3-14-12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	3/14/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.       DATE ADOPTED

### ADDITIONAL INFORMATION (Including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

EEO 4 FUNCTION CODE   4

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-44141

## ACTION TO BE TAKEN

**NEW HIRE**

- Interim       Temporary  
 Permanent       Unclass  
 Provisional       WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER       SALARY CHANGE  
 REPLACE VACANCY       TITLE CHANGE  
 TEMPORARY APPOINTMENT       OTHER

Certification #:

**CURRENT POSITION INFORMATION**

**PROPOSED POSITION INFORMATION**

DEPT/DIV   
 PREVIOUS EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS      
 UNION/EXCLUSIONARY  PBA L199 Correction Officer  
 GRADE  HOURS  Date Avail.:

DEPT/DIV   
 PROPOSED EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS      
 UNION/EXCLUSIONARY  PBA L199 Correction Officer  
 GRADE  HOURS  HIRE D

## SELECTED CANDIDATE INFORMATION

NAME   
 STARTING/PROPOSED SALARY   
 GRADE  MIN:  MAX:   
 EFFECTIVE DATE   
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY   
 CURRENT GRADE  PC#   
 \$ Increase   
 Current Title   
 Current Union

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3/24/12	ADMIN. SERVICES <i>[Signature]</i>	3-14-12
PERSONNEL <i>[Signature]</i>	3/14/12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	3/14/12		

## AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

## ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

EEO 4 FUNCTION CODE     11

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-43791

## ACTION TO BE TAKEN

**NEW HIRE**

- |   |                                    |   |  |
|---|------------------------------------|---|--|
| <input type="checkbox"/> Interim              | <input type="checkbox"/> Temporary | <input type="checkbox"/> PROMOTION IN POSITION      | <input type="checkbox"/> INTERIM APPOINTMENT   |
| <input checked="" type="checkbox"/> Permanent | <input type="checkbox"/> Unclass   | <input type="checkbox"/> PROMOTION TO VACANCY       | <input type="checkbox"/> FUNDING ALLOCATION CHANGE   |
| <input type="checkbox"/> Provisional          | <input type="checkbox"/> WIA       | <input type="checkbox"/> TRANSFER                   | <input checked="" type="checkbox"/> SALARY CHANGE  |
|   |                                    | <input checked="" type="checkbox"/> REPLACE VACANCY | <input type="checkbox"/> TITLE CHANGE  |
|   |                                    | <input type="checkbox"/> TEMPORARY APPOINTMENT      | <input type="checkbox"/> OTHER <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span> |

Certification #:

**CURRENT POSITION INFORMATION**

**PROPOSED POSITION INFORMATION**

DEPT/DIV 763-300 Correctional Services  
 PREVIOUS EMPLOYEE Bayate Moises  
 TITLE Co Corr Officer a1.97  
 SALARY \$50,498.00  
 FUND ALLOCATIONS 100% County  
 UNION/EXCLUSIONARY A57 PBA L199 Correction Officer  
 GRADE  HOURS 83.34 Date Avail.: 03/07/2012

DEPT/DIV 763-300 Correctional Services  
 PROPOSED EMPLOYEE To be determined  
 TITLE Co Corr Officer  
 SALARY \$33,459.00  
 FUND ALLOCATIONS 100% County  
 UNION/EXCLUSIONARY A57 PBA L199 Correction Officer  
 GRADE  HOURS 83.34 HIRE D

## SELECTED CANDIDATE INFORMATION

NAME <span style="border: 1px solid black; padding: 2px;">To be determined</span>	EMPLOYEE'S CURRENT SALARY <span style="border: 1px solid black; padding: 2px;"></span>
STARTING/PROPOSED SALARY <span style="border: 1px solid black; padding: 2px;">\$33,459.00</span>	CURRENT GRADE <span style="border: 1px solid black; padding: 2px;"></span> PC# <span style="border: 1px solid black; padding: 2px;"></span>
GRADE <span style="border: 1px solid black; padding: 2px;"></span> MIN: <span style="border: 1px solid black; padding: 2px;">\$33,459.00</span> MAX: <span style="border: 1px solid black; padding: 2px;">\$77,278.00</span>	\$ Increase <span style="border: 1px solid black; padding: 2px;"></span>
EFFECTIVE DATE <span style="border: 1px solid black; padding: 2px;"></span>	Current Title <span style="border: 1px solid black; padding: 2px;"></span>
PROMOTION IN POSITION <input type="checkbox"/> PROMOTION TO VACANCY <input type="checkbox"/>	Current Union <span style="border: 1px solid black; padding: 2px;"></span>
DATE OF LAST PROMOTION <span style="border: 1px solid black; padding: 2px;"></span>	

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	2/24/12	ADMIN. SERVICES <i>[Signature]</i>	3/14/12
PERSONNEL <i>[Signature]</i>	3/14/12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	2/27/12		

## AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.  DATE ADOPTED

**ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)**

EEO 4 FUNCTION CODE     11

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-44762

## ACTION TO BE TAKEN

### NEW HIRE

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY               TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER Grade

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 747-940 Public Safety/ Emerg Mgmt  
 PREVIOUS EMPLOYEE VACANT (Wirkus Patrick)  
 TITLE Hazardous Mat Responder  
 SALARY \$35,020.00  
 FUND ALLOCATIONS 100% Trust    
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G14.5 HOURS 70.00 Date Avail.: 12/30/2011

DEPT/DIV 747-940 Public Safety/ Emerg Mgmt  
 PROPOSED EMPLOYEE Califf Alexandra  
 TITLE Hazardous Mat Responder  
 SALARY \$34,000.00  
 FUND ALLOCATIONS 100% Trust    
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE 14 HOURS 70.00 HIRE D 4/30/2011

### SELECTED CANDIDATE INFORMATION

NAME Califf Alexandra      EMPLOYEE'S CURRENT SALARY \$390.00  
 STARTING/PROPOSED SALARY \$34,000.00  
 GRADE  MIN: \$30,940.00 MAX: \$46,410.00  
 \$ Increase   
 EFFECTIVE DATE       Current Title EMT  
 PROMOTION IN POSITION  PROMOTION TO VACANCY       Current Union A50  
 DATE OF LAST PROMOTION

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	<u>2-20-12</u>	ADMIN. SERVICES <i>[Signature]</i>	<u>3-14-12</u>
PERSONNEL <i>[Signature]</i>	<u>3-14-12</u>	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	<u>3/14/12</u>		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.       DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

T-03-56-850-000-459

EEO 4 FUNCTION CODE 15

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-22011

## ACTION TO BE TAKEN

### NEW HIRE

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY               TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER \_\_\_\_\_

Certification #: \_\_\_\_\_

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 747-940 Public Safety/ Emerg Mgmt  
 PREVIOUS EMPLOYEE VACANT (Warchol Daniel)  
 TITLE Hazardous Mat Tech 2  
 SALARY \$52,953.39  
 FUND ALLOCATIONS 100% Trust \_\_\_\_\_  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G17 HOURS 70.00 Date Avail.: 12/30/2011

DEPT/DIV 747-940 Public Safety/ Emerg Mgmt  
 PROPOSED EMPLOYEE Ruhl Ryan  
 TITLE Hazardous Mat Responder  
 SALARY \$34,000.00  
 FUND ALLOCATIONS 100% Trust \_\_\_\_\_  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE \_\_\_\_\_ HOURS 70.00 HIRE D 4/30/2011

### SELECTED CANDIDATE INFORMATION

NAME Ruhl Ryan      EMPLOYEE'S CURRENT SALARY \$364.00  
 STARTING/PROPOSED SALARY \$34,000.00      CURRENT GRADE G13      PC# 11-00010  
 GRADE \_\_\_\_\_ MIN: \$30,940.00 MAX: \$46,410.00      \$ Increase \_\_\_\_\_  
 EFFECTIVE DATE \_\_\_\_\_      Current Title EMT  
 PROMOTION IN POSITION  PROMOTION TO VACANCY       Current Union A50  
 DATE OF LAST PROMOTION \_\_\_\_\_

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	2-16-12	ADMIN. SERVICES <i>[Signature]</i>	3-14-12
PERSONNEL <i>[Signature]</i>	3-14-12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	3/14/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO. \_\_\_\_\_ DATE ADOPTED \_\_\_\_\_

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

T-03-56-850-000-459

EEO 4 FUNCTION CODE

15

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-94071

## ACTION TO BE TAKEN

**NEW HIRE**

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY               TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV **789-128 Human Svcs/ Social Service Ad**  
 PREVIOUS EMPLOYEE **Werthwein Gail**  
 TITLE **Field Office Spvr**  
 SALARY **\$104,509.00**  
 FUND ALLOCATIONS **100%** County  
 UNION/EXCLUSIONARY **A60** Teamsters L102 Secondary  
 GRADE  HOURS **70.00** Date Avail.: **4/1/2012**

DEPT/DIV **789-128 Human Svcs/ Social Service Admi**  
 PROPOSED EMPLOYEE **To Be Determined**  
 TITLE **Assistant Administrative Supervisor of IM**  
 SALARY **TBD**  
 FUND ALLOCATIONS **100%** County  
 UNION/EXCLUSIONARY **A60** Teamsters L102 Secondary  
 GRADE  HOURS **70.00** HIRE D

### SELECTED CANDIDATE INFORMATION

NAME **To Be Determined**  
 STARTING/PROPOSED SALARY **TBD**  
 GRADE  MIN: **\$76,067.00** MAX: **\$99,780.00**  
 EFFECTIVE DATE   
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY   
 CURRENT GRADE  PC#   
 \$ Increase   
 Current Title   
 Current Union

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3/9/12	ADMIN. SERVICES <i>[Signature]</i>	3-22-12
PERSONNEL <i>[Signature]</i>	3/22/12	COUNTY MANAGER <i>[Signature]</i>	3/22/12
FINANCE <i>[Signature]</i>	3/9/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.  DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

Gail Werthwein is retiring effective April 1, 2012. This position is 50% reimbursed by the State.

EEO 4 FUNCTION CODE 3

17

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-23521

## ACTION TO BE TAKEN

**NEW HIRE**

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY               TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER Inter Dept Transfer

Certification #:

**CURRENT POSITION INFORMATION**

**PROPOSED POSITION INFORMATION**

DEPT/DIV 703-020 County Manager  
 PREVIOUS EMPLOYEE Salermo Evelio  
 TITLE Invest Cons Prot G16.5  
 SALARY \$54,400.89  
 FUND ALLOCATIONS 100% County  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G16.5 HOURS 70.00 Date Avail.:

DEPT/DIV 717-010 Office of Director  
 PROPOSED EMPLOYEE Salermo Evelio  
 TITLE Invest. Cons. Prot (Labor Compliance)  
 SALARY \$54,400.89  
 FUND ALLOCATIONS 100% County  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G16.5 HOURS 70.00 HIRE D 4/17/2004

## SELECTED CANDIDATE INFORMATION

NAME Salermo Evelio  
 STARTING/PROPOSED SALARY \$54,400.89  
 GRADE G16.5 MIN: \$44,000.00 MAX: \$66,000.00  
 EFFECTIVE DATE   
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY \$54,400.89  
 CURRENT GRADE G16.5 PC# 00-23521  
 \$ Increase   
 Current Title Invest Cons Prot G16.5  
 Current Union A50

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3-8-12	ADMIN. SERVICES <i>[Signature]</i>	3-8-12
PERSONNEL <i>[Signature]</i>	3-8-12	COUNTY MANAGER <i>[Signature]</i>	3/22/12
FINANCE <i>[Signature]</i>	3/23/12		

## AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

## ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

EEO 4 FUNCTION CODE \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-32592

## ACTION TO BE TAKEN

**NEW HIRE**

- |                                      |                                    |   |  |
|--------------------------------------|------------------------------------|---|--|
| <input type="checkbox"/> Interim     | <input type="checkbox"/> Temporary | <input type="checkbox"/> PROMOTION IN POSITION      | <input type="checkbox"/> INTERIM APPOINTMENT   |
| <input type="checkbox"/> Permanent   | <input type="checkbox"/> Unclass   | <input type="checkbox"/> PROMOTION TO VACANCY       | <input type="checkbox"/> FUNDING ALLOCATION CHANGE   |
| <input type="checkbox"/> Provisional | <input type="checkbox"/> WIA       | <input checked="" type="checkbox"/> TRANSFER        | <input checked="" type="checkbox"/> SALARY CHANGE  |
|                                      |                                    | <input checked="" type="checkbox"/> REPLACE VACANCY | <input checked="" type="checkbox"/> TITLE CHANGE   |
|                                      |                                    | <input type="checkbox"/> TEMPORARY APPOINTMENT      | <input type="checkbox"/> OTHER <span style="border: 1px solid black; padding: 2px;"> </span> |

Certification #:  

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 794-680 Human Svcs/ Office of Director  
 PREVIOUS EMPLOYEE VACANT (Pienciak Colleen)  
 TITLE Senior Clerk  
 SALARY \$47,585.80  
 FUND ALLOCATIONS 100% Grant  
 UNION/EXCLUSIONARY A51 Union Council #8  
 GRADE   HOURS 70.00 Date Avail.: 12/5/2011

DEPT/DIV 794-680 Human Svcs/ Office of Director  
 PROPOSED EMPLOYEE LaNier Deborah  
 TITLE Clerk Typist  
 SALARY \$27,638.00  
 FUND ALLOCATIONS 100% Grant  
 UNION/EXCLUSIONARY A51 Union Council #8  
 GRADE   HOURS 70.00 HIRE D 11/5/2011

### SELECTED CANDIDATE INFORMATION

NAME <span style="border: 1px solid black; padding: 2px;">LaNier Deborah</span> STARTING/PROPOSED SALARY <span style="border: 1px solid black; padding: 2px;">\$27,638.00</span> GRADE <span style="border: 1px solid black; padding: 2px;"> </span> MIN: <span style="border: 1px solid black; padding: 2px;">\$27,638.00</span> MAX: <span style="border: 1px solid black; padding: 2px;">\$45,772.00</span> EFFECTIVE DATE <span style="border: 1px solid black; padding: 2px;"> </span> PROMOTION IN POSITION <input type="checkbox"/> PROMOTION TO VACANCY <input type="checkbox"/> DATE OF LAST PROMOTION <span style="border: 1px solid black; padding: 2px;"> </span>	EMPLOYEE'S CURRENT SALARY <span style="border: 1px solid black; padding: 2px;">\$27,638.00</span> CURRENT GRADE <span style="border: 1px solid black; padding: 2px;"> </span> PC# <span style="border: 1px solid black; padding: 2px;">00-30621</span> \$ Increase <span style="border: 1px solid black; padding: 2px;"> </span> Current Title <span style="border: 1px solid black; padding: 2px;">Clerk Typist 35 a5.92</span> Current Union <span style="border: 1px solid black; padding: 2px;">A51</span>
--	--

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3/15/12	ADMIN. SERVICES <i>[Signature]</i>	3/22/12
PERSONNEL <i>[Signature]</i>	3/22/12	COUNTY MANAGER <i>[Signature]</i>	3/22/12
FINANCE <i>[Signature]</i>	3/27/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
 COUNTY MANAGER DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.   DATE ADOPTED  

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

100% GRANT  
 G-02-12-330-332-171-60%  
 P-01-55-271-011-171-40%

EEO 4 FUNCTION CODE   3  

19



# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-29071

## ACTION TO BE TAKEN

**NEW HIRE**

- Interim       Temporary
- Permanent     Unclass
- Provisional     WIA

- PROMOTION IN POSITION
- PROMOTION TO VACANCY
- TRANSFER
- REPLACE VACANCY
- TEMPORARY APPOINTMENT
- INTERIM APPOINTMENT
- FUNDING ALLOCATION CHANGE
- SALARY CHANGE
- TITLE CHANGE
- OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV   
 PREVIOUS EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS    
 UNION/EXCLUSIONARY  Non-Contractuals  
 GRADE  HOURS  Date Avail.:

DEPT/DIV   
 PROPOSED EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS    
 UNION/EXCLUSIONARY  Non-Contractuals  
 GRADE  HOURS  HIRE D

### SELECTED CANDIDATE INFORMATION

NAME   
 STARTING/PROPOSED SALARY   
 GRADE  MIN:  MAX:   
 EFFECTIVE DATE   
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY   
 CURRENT GRADE  PC#   
 \$ Increase   
 Current Title   
 Current Union

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3/23/12	ADMIN. SERVICES <i>[Signature]</i>	4/4/12
PERSONNEL <i>[Signature]</i>	4/4/12	COUNTY MANAGER <i>[Signature]</i>	4/4/12
FINANCE <i>[Signature]</i>	4/3/12		

### AUTHORIZE TO HIRE

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.  DATE ADOPTED

### ADDITIONAL INFORMATION (Including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

EEO 4 FUNCTION CODE

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-20151

## ACTION TO BE TAKEN

### NEW HIRE

- Interim
- Temporary
- Permanent
- Unclass
- Provisional
- WIA

- PROMOTION IN POSITION
- PROMOTION TO VACANCY
- TRANSFER
- REPLACE VACANCY
- TEMPORARY APPOINTMENT
- INTERIM APPOINTMENT
- FUNDING ALLOCATION CHANGE
- SALARY CHANGE
- TITLE CHANGE
- OTHER

Certification #: \_\_\_\_\_

## CURRENT POSITION INFORMATION

## PROPOSED POSITION INFORMATION

DEPT/DIV **717-010 Office of Director**

DEPT/DIV **717-010 Office of Director**

PREVIOUS EMPLOYEE **Heisey Margaret**

PROPOSED EMPLOYEE **Heisey Margaret**

TITLE **Rec Leader G14**

TITLE **Rec Leader G14**

SALARY **\$37,000.00**

SALARY **\$37,000.00**

FUND ALLOCATIONS **100%** County

FUND ALLOCATIONS **15%** County **85%** Grant

UNION/EXCLUSIONARY **A50**

UNION/EXCLUSIONARY **A50** Non-Contractuals

GRADE **G14** HOURS **70.00** Date Avail.: \_\_\_\_\_

GRADE **G14** HOURS **70.00** HIRE D **1/4/2010**

## SELECTED CANDIDATE INFORMATION

NAME **Heisey Margaret**

EMPLOYEE'S CURRENT SALARY **\$37,000.00**

STARTING/PROPOSED SALARY **\$37,000.00**

CURRENT GRADE **G14** PC# **00-20151**

GRADE **G14** MIN: **\$30,940.00** MAX: **\$46,410.00**

\$ Increase **\$0.00**

EFFECTIVE DATE **4/1/2012**

Current Title **Rec Leader G14**

PROMOTION IN POSITION  PROMOTION TO VACANCY

Current Union **A50**

DATE OF LAST PROMOTION \_\_\_\_\_

## AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3/16/12	ADMIN. SERVICES <i>[Signature]</i>	3/24/12
PERSONNEL <i>[Signature]</i>	3/24/12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	3/19/12		

## AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER DATE

## FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO. \_\_\_\_\_ DATE ADOPTED \_\_\_\_\_

## ADDITIONAL INFORMATION (Including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

Funding allocation change to 15% County 85% Grant (CDBG) from 100% County

D-12-56-812-600

EEO 4 FUNCTION CODE \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-35011

## ACTION TO BE TAKEN

### NEW HIRE

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY     FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY           TITLE CHANGE  
 TEMPORARY APPOINTMENT    OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV   
 PREVIOUS EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS  County  
 UNION/EXCLUSIONARY   
 GRADE  HOURS  Date Avail.:

DEPT/DIV   
 PROPOSED EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS  County     Grant  
 UNION/EXCLUSIONARY  Non-Contractuals  
 GRADE  HOURS  HIRE D

### SELECTED CANDIDATE INFORMATION

NAME   
 STARTING/PROPOSED SALARY   
 GRADE  MIN:  MAX:   
 EFFECTIVE DATE   
 PROMOTION IN POSITION  PROMOTION TO VACANCY   
 DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY   
 CURRENT GRADE  PC#   
 \$ Increase   
 Current Title   
 Current Union

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD	3/16/12	ADMIN. SERVICES	3-21-12
PERSONNEL	3/21/12	COUNTY MANAGER	
FINANCE	3/19/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.  DATE ADOPTED

### ADDITIONAL INFORMATION (Including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

Funding allocation change to 70% County 30% Grant (CDBG; NSP1) from 100% County

D-12-56-812-600 (159)  
 M-02-11-311-900-171 (159)

EEO 4 FUNCTION CODE \_\_\_\_\_



# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

10-00004

## ACTION TO BE TAKEN

**NEW HIRE**

- Interim       Temporary  
 Permanent     Unclass  
                           Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY               TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV   
 PREVIOUS EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS    
 UNION/EXCLUSIONARY  Union Council #8  
 GRADE  HOURS  Date Avail.:

DEPT/DIV   
 PROPOSED EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS    
 UNION/EXCLUSIONARY  Union Council #8  
 GRADE  HOURS  HIRE D

### SELECTED CANDIDATE INFORMATION

NAME       EMPLOYEE'S CURRENT SALARY   
 STARTING/PROPOSED SALARY       CURRENT GRADE  PC#   
 GRADE  MIN:  MAX:       \$ Increase   
 EFFECTIVE DATE       Current Title   
 PROMOTION IN POSITION  PROMOTION TO VACANCY       Current Union   
 DATE OF LAST PROMOTION

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3-14-12	ADMIN. SERVICES <i>[Signature]</i>	4/5/12
PERSONNEL <i>[Signature]</i>	4/5/12	COUNTY MANAGER <i>[Signature]</i>	4.5.12
FINANCE <i>[Signature]</i>	3/19/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.       DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

EEO 4 FUNCTION CODE 4

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

99-00616

**ACTION TO BE TAKEN****NEW HIRE**

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY (1.0)       TITLE CHANGE  
 TEMPORARY APPOINTMENT     OTHER

Certification #: \_\_\_\_\_

**CURRENT POSITION INFORMATION****PROPOSED POSITION INFORMATION**

DEPT/DIV 791-616 Runnells/ Instit Attend  
PREVIOUS EMPLOYEE VACANT () STEMBRIDGE, Laguna  
TITLE Instit Attend Pool  
SALARY \$46,342.00  
FUND ALLOCATIONS 100% County \_\_\_\_\_  
UNION/EXCLUSIONARY A51 Union Council #8  
GRADE \_\_\_\_\_ HOURS 225.00 Date Avail.: 2/1/2012

DEPT/DIV 791-616 Runnells/ Instit Attend  
PROPOSED EMPLOYEE To Be Determined  
TITLE Institutional Attendant  
SALARY \$25,042.00  
FUND ALLOCATIONS 100% County \_\_\_\_\_  
UNION/EXCLUSIONARY A51 Union Council #8  
GRADE \_\_\_\_\_ HOURS 75.00 HIRE D \_\_\_\_\_

**SELECTED CANDIDATE INFORMATION**

NAME To Be Determined EMPLOYEE'S CURRENT SALARY \_\_\_\_\_  
STARTING/PROPOSED SALARY \$25,042.00 CURRENT GRADE \_\_\_\_\_ PC# \_\_\_\_\_  
GRADE \_\_\_\_\_ MIN: \$25,042.00 MAX: \$43,619.00 \$ Increase \_\_\_\_\_  
EFFECTIVE DATE UPON APPROVAL Current Title \_\_\_\_\_  
PROMOTION IN POSITION  PROMOTION TO VACANCY  Current Union \_\_\_\_\_  
DATE OF LAST PROMOTION \_\_\_\_\_

**AUTHORIZATION FOR REQUESTED ACTION**

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	<u>3/8/12</u>	ADMIN. SERVICES <i>[Signature]</i>	<u>4-5-12</u>
PERSONNEL <i>[Signature]</i>	<u>4/5/12</u>	COUNTY MANAGER <i>[Signature]</i>	<u>4-5-12</u>
FINANCE <i>[Signature]</i>	<u>3/9/12</u>		

**AUTHORIZE TO HIRE**\_\_\_\_\_  
COUNTY MANAGER\_\_\_\_\_  
DATE**FREEHOLDER BOARD ACTION (if required)**

RESOLUTION NO. \_\_\_\_\_ DATE ADOPTED \_\_\_\_\_

**ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)**

This is continuous Posting.  
Letter waiving the 90-day waiting period is attached.

EEO 4 FUNCTION CODE \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

99-00616

## ACTION TO BE TAKEN

**NEW HIRE**

- Interim       Temporary
- Permanent     Unclass
- Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT
- PROMOTION TO VACANCY     FUNDING ALLOCATION CHANGE
- TRANSFER                       SALARY CHANGE
- REPLACE VACANCY (1.0)     TITLE CHANGE
- TEMPORARY APPOINTMENT    OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV   
 PREVIOUS EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS  100%  County   
 UNION/EXCLUSIONARY  A51  Union Council #8  
 GRADE  HOURS  Date Avail.:

DEPT/DIV   
 PROPOSED EMPLOYEE   
 TITLE   
 SALARY   
 FUND ALLOCATIONS  100%  County   
 UNION/EXCLUSIONARY  A51  Union Council #8  
 GRADE  HOURS  HIRE D

### SELECTED CANDIDATE INFORMATION

NAME  EMPLOYEE'S CURRENT SALARY   
 STARTING/PROPOSED SALARY  CURRENT GRADE  PC#   
 GRADE  MIN:  MAX:  \$ Increase   
 EFFECTIVE DATE  Current Title   
 PROMOTION IN POSITION  PROMOTION TO VACANCY  Current Union   
 DATE OF LAST PROMOTION

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	3/8/12	ADMIN. SERVICES <i>[Signature]</i>	4.5.12
PERSONNEL <i>[Signature]</i>	4.5.12	COUNTY MANAGER <i>[Signature]</i>	4.5.12
FINANCE <i>[Signature]</i>	3/9/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

This is continuous Posting.  
 Letter waiving the 90-day waiting period is attached.

EEO 4 FUNCTION CODE \_\_\_\_\_

# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-30862

## ACTION TO BE TAKEN

**NEW HIRE**

Interim  Temporary  
 Permanent  Unclass  
 Provisional  WIA

PROMOTION IN POSITION  INTERIM APPOINTMENT  
 PROMOTION TO VACANCY  FUNDING ALLOCATION CHANGE  
 TRANSFER  SALARY CHANGE  
 REPLACE VACANCY  TITLE CHANGE  
 TEMPORARY APPOINTMENT  OTHER

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 794-720 Human Svcs/ Planning  
 PREVIOUS EMPLOYEE VACANT (Thode Sara)  
 TITLE Prog Dev Spec Comm Svc  
 SALARY \$44,000.00  
 FUND ALLOCATIONS 100% Grant  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G15 HOURS 70.00 Date Avail.: 12/1/2011

DEPT/DIV 794-720 Human Svcs/ Planning  
 PROPOSED EMPLOYEE   
 TITLE Prg Dev Spec Comm Svc  
 SALARY   
 FUND ALLOCATIONS 100% Grant  
 UNION/EXCLUSIONARY A50 Non-Contractuals  
 GRADE G15 HOURS 70.00 HIRE D

### SELECTED CANDIDATE INFORMATION

NAME  EMPLOYEE'S CURRENT SALARY   
 STARTING/PROPOSED SALARY  CURRENT GRADE  PC#   
 GRADE G15 MIN: \$35,560.00 MAX: \$53,340.00 \$ Increase   
 EFFECTIVE DATE  Current Title   
 PROMOTION IN POSITION  PROMOTION TO VACANCY  Current Union   
 DATE OF LAST PROMOTION

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	4/11/12	ADMIN. SERVICES <i>[Signature]</i>	4/19/12
PERSONNEL <i>[Signature]</i>	4/19/12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	4/19/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
 COUNTY MANAGER

\_\_\_\_\_  
 DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.  DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

G-02-12-405-411-171

EEO 4 FUNCTION CODE 3

21



# PROPOSED PERSONNEL ACTION

AGENDA #:

POSITION CONTROL #

00-26121

## ACTION TO BE TAKEN

### NEW HIRE

- Interim       Temporary  
 Permanent     Unclass  
 Provisional     WIA

- PROMOTION IN POSITION       INTERIM APPOINTMENT  
 PROMOTION TO VACANCY       FUNDING ALLOCATION CHANGE  
 TRANSFER                       SALARY CHANGE  
 REPLACE VACANCY               TITLE CHANGE  
 TEMPORARY APPOINTMENT       OTHER HOURS

Certification #:

### CURRENT POSITION INFORMATION

### PROPOSED POSITION INFORMATION

DEPT/DIV 702-340 Admin Svcs/ Motor Vehicles

PREVIOUS EMPLOYEE Harrod Laurie

TITLE Clerk 1

SALARY \$35,000.00

FUND ALLOCATIONS 100% County

UNION/EXCLUSIONARY A50 Non-Contractuals

GRADE G14.5 HOURS 80.00 Date Avail.: 5/1/2012

DEPT/DIV 702-340 Admin Svcs/ Motor Vehicles

PROPOSED EMPLOYEE Harrod Laurie

TITLE CLERK 1

SALARY \$18,375.00

FUND ALLOCATIONS 100% County

UNION/EXCLUSIONARY A50 Non-Contractuals

GRADE G14.5 HOURS 42.00 HIRE D 8/13/2011

### SELECTED CANDIDATE INFORMATION

NAME Harrod Laurie

STARTING/PROPOSED SALARY \$18,375.00

GRADE G14.5 MIN: \$33,260.00 MAX: \$49,890.00

EFFECTIVE DATE 5/1/2012

PROMOTION IN POSITION  PROMOTION TO VACANCY

DATE OF LAST PROMOTION

EMPLOYEE'S CURRENT SALARY \$35,000.00

CURRENT GRADE G14.5 PC# 00-26121

\$ Increase (\$16,625.00)

Current Title Clerk 1 G14.5

Current Union A50

### AUTHORIZATION FOR REQUESTED ACTION

	DATE		DATE
DEPARTMENT HEAD <i>[Signature]</i>	4/23/12	ADMIN. SERVICES <i>[Signature]</i>	4/23/12
PERSONNEL <i>[Signature]</i>	4/23/12	COUNTY MANAGER <i>[Signature]</i>	
FINANCE <i>[Signature]</i>	4/23/12		

### AUTHORIZE TO HIRE

\_\_\_\_\_  
COUNTY MANAGER

\_\_\_\_\_  
DATE

### FREEHOLDER BOARD ACTION (if required)

RESOLUTION NO.

DATE ADOPTED

### ADDITIONAL INFORMATION (including Position Funding with account numbers: x-xx-xx-xxx-xxx-xxx format)

PURSUANT TO MAY 2012 LAYOFF PLAN

EEO 4 FUNCTION CODE \_\_\_\_\_