



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** November 12, 2024

**Title of Item:** Market Adjustment due to Promotion, Attorney's Office

<input checked="" type="checkbox"/> REGULAR AGENDA  <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
<b>Submitted by:</b> Bobbie Danielson		<b>Department:</b> HR
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b> 3
<b>Summary of Issue:</b> <p>We are requesting Board approval to grant Ms. Sondra Swanson, Office Manager/Lead Paralegal an 80-cent per hour increase effective November 17, 2024 (start of the next pay period). This adjustment is recommended because Ms. Swanson transitioned from a union to a non-union position on June 16, 2024, placing her in a unique situation where she was ineligible for the non-union market adjustments granted on January 28, 2024, and will not be eligible for the upcoming courthouse union adjustment scheduled for January 12, 2025. Granting this increase acknowledges the gap created by the timing of her promotion and aligns her wage more equitably in the Attorney's office.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to approve a 80 cent per hour market adjustment for Ms. Swanson effective Nov 17, 2024.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		