



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

Telephone: 507-357-8517 • Fax: 507-357-8607

Cindy Westerhouse – Human Resources Director

HUMAN RESOURCES AGENDA ITEMS February 23, 2021

Recommendation to hire Lori Helling as a temporary, full time Accounting/License Clerk for the License Bureau in Auditor-Treasurer's Office, Grade 7, Step 7 at \$25.44 per hour, effective February 22, 2021.

Recommendation to approve Mary Jo O'Malley, Administrative Assistant II in the County Attorney's Office, 2nd renewal request for the Phased Retirement Option Agreement, effective March 4, 2021 to March 4, 2022.

Recommendation to accept the resignation request from Kayla Crowell, full time Correctional Officer in the Sheriff's Office, effective March 4, 2021.

Recommendation to post and advertise for a full time Correctional Officer in the Sheriff's Office, Grade 6, Step 4 at \$21.59 per hour.

Recommendation to grant regular status to Austin Bachman full time Deputy Sheriff in the Sheriff's Office, effective February 17, 2021.

Recommendation to accept the resignation request from Deb Serich, full time Financial Assistant Supervisor I in Human Services, effective March 12, 2021

Recommendation to post and request the merit list for a full time Financial Assistant Supervisor I in Human Services, Grade 12, Step 4 at \$30.64 per hour.

Recommendation to grant regular status to Missy Dee, full time Agency Social Worker in Human Services, effective February 17, 2021.

Recommendation to promote Caitlin Meyer, full time Administrative Aide, Grade 7, Step 6, \$24.57 per hour to a full time Agency Social Worker in Human Services, Grade 11, Step 4, \$28.91 per hour, effective March 1, 2021.



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Recommendation to post and request the merit list for a full time Administrative Aide, Grade 7, Step 4, \$22.89 per hour in Human Services.

Recommendation to approve and sign the Labor Agreement with the International Union of Operating Engineers, Local No. 49 for the Highway Maintenance Unit.