# ORDER: APPROVE A 10% SALARY INCREASE ADJUSTMENT IN THE CHANCERY CLERK'S OFFICE: RHONDA AMUNDSEN-\$4,398.00, ANNIE BAKER-\$5,304.00, PAULA CHILDRESS-\$5,920.00, TINA JOHNSON-\$3,795.00, GLORIA NICKS-\$5,906.00

Motion was made by Larry Gillespie, duly seconded by Brent Larson, to approve a 10% salary increase adjustment in the Chancery Clerk's office: Rhonda Amundsen-\$4,398.00, Annie Baker-\$5,304.00, Paula Childress-\$5,920.00, Tina Johnson-\$3,795.00, Gloria Nicks-\$5,906.00.

The vote on the motion was as follows:

Supervisor Brent Larson, voted yes Supervisor Larry Gillespie, voted yes Supervisor David Rikard, voted yes Supervisor Chad McLarty, voted yes Supervisor Mike Roberts, voted yes

After the vote, President Roberts, declared the motion carried, this the 6<sup>th</sup> day of June, 2022.

Mike Roberts, President Board of Supervisors

Sherry Wall, Chancery Clerk

#### **MEMORANDUM**

To: Board of Supervisors

From: Sherry J. Wall, Chancery Clerk

Date: May 27, 2022

Re: Promotions and Salary Increase

I have attached the Change in Position Form for my employees. As you all know, I have been out quite a bit this past year with my cancer treatments. All of my employees have taken on new responsibilities and done much more than a deputy clerk does. They have all taken the Passport Acceptance Agent course and successfully completed it. I'm promoting them to Senior Deputy Clerk and want to give each of them a 10% increase which I have listed below.

Rhonda Amundsen	\$4,398,00
Annie Baker	\$5,304.00
Paula Childress	\$5,920.00
Tina Johnson	\$3,795.00
Gloria Nicks	\$5,906.00

Additionally, from my Salaries Department of my budget, I've cut out the open position that Kerri Coleman had and one of the part-time open positions for back scanning records. This cut is a total savings of \$64,180.00 from my salaries department.

The increases for all employees total \$25,323.00 plus \$1937.21 for FICA and \$4,406.20 for PERS. This is a grand total of \$31,666.41 increase. That will leaving a savings of \$32,513.59 from the current year on salaries alone.

I'd appreciate your spreading this on the minutes and would like for it to take effect July 1, 2022. If you have any questions, please let me know. Thank you so much!



Department: Chancery Clerk
Employee Name: Phonda Amundsen
☐ New Employee ☐ Existing
☑ Full Time ☐ Part Time
Current Salary: \$\\\\\\$43, 980.00
Current Position: Deputy Cherk
New Salary: \$\\\\\\$ 48,378.00
New Position: Sr. Deputy Clerk
Effective Date of Hire: 7/1/22
Signature of Department Head: Thury Wall
Date Board approved:



Department: Chancery Clerk
Employee Name: Annie Baker
☐ New Employee ☐ Existing
Full Time Part Time
Current Salary: \$53,040.00
Current Position: Deputy Clerc
New Salary: # 58 344. 00
New Position: Seni or Deputy Clerk
Effective Date of Hire: 7-1-2022
Signature of Department Head Sherry Wall
Date Board approved:



Department: Chancery Clerk
Employee Name: Paula Childress
☐ New Employee ☐ Existing
☐ Full Time ☐ Part Time
Current Salary:
Current Position: Office Manaer Chief Death Check
New Salary: \$ 45,120.00
New Position:Same
Effective Date of Hire: 7-1-22
Signature of Department Head: Therey Wall
Date Board approved:



Department: Chancery Clerk
Employee Name: lina Johnson
☐ New Employee ☐ Existing
☐ Full Time ☐ Part Time
Current Salary:
Current Position: Deputy Clerk
New Salary: 541, 745.00
New Position: Senier Death Clark
Effective Date of Hire: 7.1.22
Signature of Department Head: Thuy Waso
Date Board approved:



Department: Chancery Clerk
Employee Name: Glova Nicks
☐ New Employee ☑ Existing
Full Time
Current Salary: \$59.060.00
Current Position: Deputy Clerk
New Salary: \$64.966.00
New Position: Senior Death Clark
Effective Date of Hire: 7.1.22
Signature of Department Head: Thury Was
Date Board approved: