

# BOARD OF COUNTY COMMISSIONERS DEPARTMENT HEAD MEETING MINUTES

**DATE:** September 8, 2008

**TIME:** 10:00 AM

**COMMISSIONERS PRESENT:** Chairman Mark McClain, Vice- Chairman Alan Crankovich and Commissioner Linda Huber

**DEPARTMENT:** Probation Services

**DEPARTMENT HEAD:** William Holmes, Probation Services Director

**OTHERS PRESENT:** Catherine Dunn, Deputy Clerk of the Board; Lisa Young, Interim Human Resources Director

<b>TOPIC:</b>	Review wage for Receptionist position
<b>DISCUSSION:</b>	William Holmes said that he had been trying to hire a receptionist at \$8.50/hour. He isn't able to recruit or retain anyone at that wage. He had done some research on other receptionist positions in the county and found them to be higher. He requested a raise in the wage for this position to \$9.50/hour. Some of the other receptionists had other duties so he wasn't asking for the amount for those positions.
<b>ACTION:</b>	William Holmes will review his budget to determine the amount left in the year for the position. The Board was amenable to the \$9.50/hour wage.