

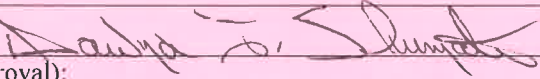
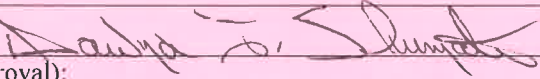
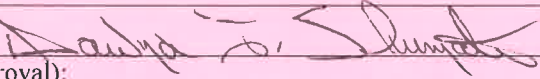
**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5144

Sponsor(s): Crystal Williams

Date: September 10, 2018

SUBJECT	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Update Schedule II (Miscellaneous Positions) of <b>Chapter 2</b> (Government) of the <b>Jackson County Code</b>, specifically updating three positions titles and/or salary ranges for <b>The Office of Ethics, Human Relations and Citizen Complaints</b>.</p>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="318 527 1203 747"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input checked="" type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):          Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:		Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number; FROM / TO	
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Amount previously authorized this fiscal year:	\$0										
Total amount authorized after this legislative action:											
Amount budgeted for this item * (including transfers):											
Source of funding (name of fund) and account code number; FROM / TO											
PRIOR LEGISLATION	<p>Prior ordinances and (date):          Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): <b>Dawna Shumate, Director of EHRCC; 816-881-3671.</b></p>										
REQUEST SUMMARY	<p>Request update <b>Schedule II</b> (Miscellaneous Positions) of <b>Chapter 2</b> (Government) of the <b>Jackson County Code</b>, specifically updating three positions titles and/or salary ranges:</p> <ul style="list-style-type: none"> <li>- Update Director of OHRCC pay range from \$33,430 - \$51,820 to <b>Director of EHRCC</b>, pay range \$41,075 - \$67,775;</li> <li>- Add <b>Complaint Officer</b> pay range \$29,580 to \$54,000;</li> <li>- Change title of Secretary to Director <i>to</i> <b>Administrative Assistant</b> (same) pay range \$26,410 - \$40,940</li> <li>- <b>Eliminate Clerk position.</b></li> </ul>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
ATTACHMENTS											
REVIEW	<table border="1" data-bbox="310 1535 1539 1759"> <tr> <td>Department Director: </td> <td>Date: 8/28/18</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date:</td> </tr> <tr> <td>Division Manager:</td> <td>Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director: 	Date: 8/28/18	Finance (Budget Approval): <i>If applicable</i>	Date:	Division Manager:	Date:	County Counselor's Office:	Date:		
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Finance (Budget Approval): <i>If applicable</i>	Date:										
Division Manager:	Date:										
County Counselor's Office:	Date:										

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.