

**AGENDA**  
**PERSONNEL MEETING – NOVEMBER 1, 2021**

1. Call meeting to order.
2. Reciting of the Pledge of Allegiance
3. Approval of the Minutes of the Personnel Board Meeting of October 5, 2021.
4. Public Comment.
5. Approval of a new position title of Property Portfolio Manager for the Public Works Department at an annual salary between \$76,513 - \$82,810 (Compensation Plan Grade R, hiring range between steps 1-5, 35 hours per week).
6. Approval of a new position title of Fiscal Manager for the Public Works Department at an annual salary between \$71,508 - \$77,405 (Compensation Plan Grade Q, hiring range between steps 1-5, 35 hours per week).
7. Approval of a new position title of Grant Writer/Administrator for the Public Works Department at an annual salary of \$60,752 (Compensation Plan Grade O, step 1, 35 hours per week).
8. Approval of a new position title of Program Manager for the Office of Community Justice and Rehabilitation (OCJR) at an annual salary between \$96,351 - \$104,286 (Compensation Plan Grade U, hiring range between steps 1-5, 35 hours per week).
9. Approval of a new position title of Deputy Warden - Business Operations for the Prison Administration/Transition at an annual salary between \$110,115 - 121,576 (Compensation Plan Grade U, hiring range between steps 1-6, 40 hours per week), \$5,000 incentive paid at the transition (Apr 2022), \$5,000 incentive paid in Dec 2022. Incentive to paid at the discretion of the Executive Director.
10. Approval of a new position title of Deputy Warden - Security for the Prison Administration/Transition at an annual salary between \$110,115 - 121,576 (Compensation Plan Grade U, hiring range between steps 1-6, 40 hours per week), \$5,000 incentive paid at the transition (Apr 2022), \$5,000 incentive paid in Dec 2022. Incentive to paid at the discretion of the Executive Director.
11. Approval of a new position title of Deputy Warden - Logistics for the Prison Administration/Transition at an annual salary between \$110,115 - 121,576 (Compensation Plan Grade U, hiring range between steps 1-6, 40 hours per week), \$5,000 incentive paid at the transition (Apr 2022), \$5,000 incentive paid in Dec 2022. Incentive to paid at the discretion of the Executive Director.
12. Approval of a new position for an IT Manager to support the Prison Administration/Transition at an annual salary between \$81,723 - 90,230 (Compensation Plan Grade Q, hiring range between steps 1-6, 40 hours per week).

13. Approval of a new position for a Personnel Manager to support the Prison Administration/Transition at an annual salary between \$81,723 - 90,230 (Compensation Plan Grade Q, hiring range between steps 1-6, 40 hours per week).
14. Approval of a new position for a Facilities Manager to support the Prison Administration/Transition at an annual salary between \$81,723 - 90,230 (Compensation Plan Grade Q, hiring range between steps 1-6, 40 hours per week).
15. Approval of a new position title of Office Manager to support the Prison Administration/Transition at an annual salary between \$46,842 - 51,730 (Compensation Plan Grade J, hiring range between steps 1-6, 40 hours per week).
16. Approval of a new position title of Purchasing Agent (report to Prison Administration) to support the Prison Administration/Transition at an annual salary between \$46,842 - 51,730 (Compensation Plan Grade J, hiring range between steps 1-6, 40 hours per week).
17. Approval of a new position title of Purchasing Agent (report to Purchasing Department) to support the Prison Administration/Transition at an annual salary between \$40,986 - 45,263 (Compensation Plan Grade J, hiring range between steps 1-6, 35 hours per week).
18. Public Comment.
19. Adjourn.