



Le Sueur County, MN

Tuesday, February 6, 2018

Board Meeting

Item 11

10:20 a.m. Human Resources (10 min)

Staff Contact:



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 6, 2018

Recommendation to accept the resignation from Tiffany Hering, full time Registered Nurse in Public Health, effective February 20, 2018.

Recommendation to post and advertise for a full time Public Health Nurse in Public Health, Grade 11, Step 1 at \$24.01 per hour.

Recommendation to hire Jeremy Swenson as a full time Correctional Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.94 per hour, effective February 19, 2018.

Recommendation to grant regular status to Pat Rentz, full time Social Services Supervisor in Human Services, effective January 30, 2018.

Recommendation to post and request the merit list for a full time Agency Social Worker in Human Services, Grade 11, Step 1 at \$24.01 per hour.

Recommendation to post and request the merit list for a full time Office Support Specialist in Human Services, Grade 3, Step 1 at \$15.06 per hour.

Recommendation to approve and sign the 2018 Pay Equity Implementation Report.

Equal Opportunity Employer

Part A: Jurisdiction Identification

Jurisdiction: Le Sueur County
88 South Park Avenue

Jurisdiction Type: County

Le Center MN 56057

Contact: Cindy Westerhouse Phone: (507) 357-8517 E-Mail: cwesterhouse@co.le-sueur.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was: Consultant's System

Description:

SAFE Evaluation

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

Court House Employee Bulletin Board
(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Le Sueur County Commissioners
(governing body)

Lance Wetzel
(chief elected official)

Board Chair
(title)

Part C: Total Payroll

\$11,133,023.80

is the annual payroll for the calendar year just ended December 31.

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 1/31/2018