

OKANOGAN COUNTY COMMISSIONERS

RESOLUTION 21 - 2024

Regarding advancement to the Judicial Assistant II Position within Superior Court

WHEREAS, the Superior Court has staff classifications in both Grade 18 and Grade 22 of the county's Non-Bargaining Pay Classification Plan; and

WHEREAS, the Judicial Assistant I is an entry level position within the Superior Court while a Judicial Assistant II would be a position with several more years' experience with proficiency in all job duties and responsibilities of the Judicial Assistant position; and

WHEREAS, the Superior Court is experiencing severe staff shortages due to recent retirements and lack of qualified applicants to fill vacancies; and

WHEREAS, Jordan Bidlen has been a Judicial Assistant I within the Superior Court for eighteen months and due to staff shortages has performed all job duties and responsibilities in each of the judicial assistant job performance areas demonstrating high competency in all essential function's areas; and

WHEREAS, the Superior Court Judges wish to advance Jordan Bidlen to the Judicial Assistant II classification within the Superior Court; and

NOW, THEREFORE, BE IT RESOLVED effective January 22, 2024 the Board of Okanogan County Commissioners along with the Superior Court Judges approve the advancement of Jordan Bidlen to the Judicial Assistant II position within the Superior Court at a Grade 22 Step 1.

DATED at Okanogan, Washington this 10th day of January, 2024.



ATTEST:

[Signature]
Lalena Johns, CMC, Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON**

[Signature]
Jon Neal, Chairman

[Signature]
Chris Branch, Member

ABSENT

Andy Hover, Member