

**OKANOGAN COUNTY COMMISSIONERS'**

**RESOLUTION 80 -2022**

*A resolution promoting Human Resources Analyst*

**WHEREAS**, the Human Resources Director/Risk Manager resigned their position effective July 4, 2022 with a final term date of August 4, 2022; and

**WHEREAS**, section 3.3.2 of the County Personnel Manual provides for the promotion of an employee into a higher classification; and

**WHEREAS**, Shelley Keitzman began employment with the County on July 2, 2018 as a Payroll Deputy and joined the Human Resources Department on July 1, 2019; and

**WHEREAS**, Ms. Keitzman needs one more class to earn her certification in Risk Management; and

**WHEREAS**, Shelley Keitzman's proven work performance, extensive training, previous and current work experience, and increased responsibilities are all good cause to promote her to the position of HR Director/Risk Manager.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Okanogan County Commissioners that effective July 5, 2022 Shelley Keitzman is promoted from the classification of Human Resources Analyst (COM007HRA-002), Grade 27, Step 3, to the classification of HR Director/Risk Manager (COM007HRD-001), a contracted position.

**BE IT FURTHER RESOLVED**, that Shelley Keitzman may advertise and begin the recruitment process for the position of Human Resources Analyst (COM007HRA-002).

**DATED** at Okanogan, Washington this 13<sup>th</sup> day of June, 2022.

**BOARD OF COUNTY COMMISSIONERS  
OKANOGAN, WASHINGTON**

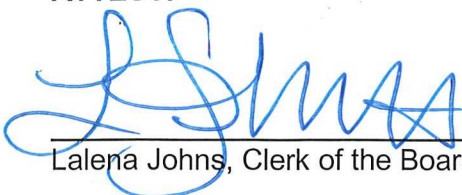
  
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Andy Hoyer, Chairman

  
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Chris Branch, Member

  
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Jim DeTro, Member



**ATTEST:**

  
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Lalena Johns, Clerk of the Board