

OKANOGAN COUNTY COMMISSIONERS

RESOLUTION 133 - 2023

A resolution creating a new position within the Commissioner's office

WHEREAS, Section 3.1 of the Okanogan County Personnel Manual provides that a classification system inventorying the duties and responsibilities of each position shall group individual positions into classifications based upon the similarities in job duties and responsibilities; and

WHEREAS, the job duties of the Deputy Clerk of the Board will be changed to include the Public Records Coordinator duties; and

WHEREAS, the increased job duties and responsibility added to the current job description justify that a new position be created at a higher grade; and

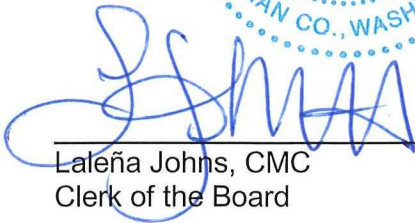
WHEREAS, the current Public Records Coordinator has resigned and this position will not be filled. The funds designated for the Public Records Coordinator position will be used to fund the increase to the Deputy Clerk of the Board; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Okanogan County Commissioners that effective October 21, 2023 the Deputy Clerk of the Board I position (COM007DCB-002) be unfunded and a new Deputy Clerk of the Board II position be created at a grade 26 to include the public records duties.

DATED at Okanogan, Washington this 3rd day of October, 2023.



ATTEST:


Laleña Johns, CMC
Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON**


Chris Branch, Chairman

ABSENT
Andy Hover, Member


Jon Neal, Member