

OKANOGAN COUNTS COMMISSIONERS'

RESOLUTION 191 - 2023

A resolution adding a Legal Secretary III position and promoting Merrill-Lynn McPherson

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 current Legal Secretary Merrill-Lynn McPherson has demonstrated that her qualifications, knowledge, skills and ability exceed the Legal Secretary II position; and

WHEREAS, Section 3.2.1 of the Okanogan County Personnel Manual the pay range of a legal secretary II is not an equitable reflection of the 20+ years' experience, level of skill and knowledge that Merrill-Lynn McPherson possesses in the legal field; and

WHEREAS, the Prosecutor's office currently does not have a vacant Legal Secretary III position


NOW, THEREFORE BE IT RESOLVED by the Board of Okanogan County Commissioners that effective December 6, 2023 that an additional Legal Secretary III position be created and funded within the Prosecutor's office and that a Legal Secretary II position will not be funded for 2024; and

BE IT FURTHER RESOLVED that effective December 6, 2023 that Merrill-Lynn McPherson Legal Secretary II be promoted to a Legal Secretary III Grade 20 Step 5 within the Prosecutors office.


DATED at Okanogan, Washington this 5th day of December 2023.




ATTEST:


Laleña Johns,
Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON**


Chris Branch, Chairman


Andy Hover, Member


Jon Neal, Member