

REPORT OF PERSONNEL ACTION

DATE: February 9, 2016

TO: South Dakota Office of Emergency Management

FROM: Brookings County Emergency Management Organization

Approval of the following personnel action is requested for:

Richard Haugen

January 1, 2016

(Name of Employee)

(Effective Date)

PERSONNEL ACTION					
	New Appointment		Leave of Absence		Appointment Terminated
	Promotion		Demotion		Dismissal
X	Salary Adjustment		Resignation		Other

CHANGE

(Complete all line items listed below as appropriate)

	FROM	TO
Position Title		
Salary (Hourly)	\$5.59 (\$22.34)	\$5.67 (\$22.69)
Percentage of Time	25%	25%

I hereby certify that the above personnel change is in accordance with the current county compensation plan.

 (Chairman, Co. Commission/Advisory Bd.) February 9, 2016
(Date)

=====

The signature below does not constitute any guarantee EMPG funding will be awarded for the above personnel action.

 (SDOEM Director) (Date)

Instructions: Complete two copies and submit them both to the SDOEM within thirty (30) days of the change. One copy will be returned after signature of the SDOEM Director.

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