



Stacy Steffensen, Commission Department Director

Brookings County

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STAFF REPORT

Agenda Items:

- Scheduled Agenda Item at 8:35 a.m.—State’s Attorney Clyde Calhoun will present the 2015 statistics from his department. That report is included in the packet.
- Deputy Director Pay Grade: The packet includes information from Chris on what has happened in the past with the Deputy DOE position and why he feels it should be at a wage grade (WG) 9. It has gone back and forth from a WG 8 to a WG 9 since 2005. It seemed to be dependent upon having someone at a WG 7—a higher level appraiser position. Jacob Brehmer is now a Senior Appraiser at a WG 7. There were a number of years that the Deputy position remained at a WG 8 while there was no higher level appraiser in place. If Joyce asked to raise that position to a WG 9 during those years, I am not aware of it.
HR Specialist Laura Littlecott provided salary information from comparable counties based off of the salary study that was conducted last year. That is also included in your packet. The other deputy positions in the county on the current pay plan are as follows:
 - Deputy Director of Human Services: WG 6
 - Deputy Register of Deeds: WG 6
 - Deputy Finance Officer: WG 7
 - Deputy Director of Equalization: WG 8
 - Deputy Director of County Development: WG 9Laura and I have discussed this at length and if the board is looking at what has historically been done, the position should be left at a WG 8 since there is a higher level appraiser, Senior Appraiser Jacob Brehmer, in place at a WG 7. Also, if the deputy position moves to a WG 9, I would expect other departments to look at their deputy positions and possibly come with requests for increases as well. However, Chris makes a valid argument in that this position does require maintaining accreditation that no other deputy has, this position has supervisory responsibilities that others do not, and it will also be responsible for very specific software systems.
- Deputy Director Request to Fill Vacancy: If the board decides to hire the Deputy at a WG 8, then this request needs to be approved again.

Director’s Report:

- The board received an email from Laura Marsh with Dakota Rural Action following the public hearing on the Comp Plan. Her email is attached.
- The board received the fourth Legislative Update from the SDACC. That report is attached.
- The updated draft agenda for the Spring Workshop, March 16-17, is included with my report.

Upcoming Dates:

- Friday, February 19th: Joyce Dragseth's retirement party from 2:00-4:00 p.m. There will be a short presentation at 3:00 p.m.
- Thursday, March 3rd: Brookings County Towns & Townships Meeting at 11:00 a.m. at the Swiftel Center.

Thank you,

A handwritten signature in cursive script that reads "Stacy Steffensen". The signature is fluid and includes a large, sweeping flourish at the end.

Stacy Steffensen
Commission Department Director
Brookings County, South Dakota