RESOLUTION NO. 4-395

TO THE IOWA COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Committee on Data Processing and Veterans Service Office has reviewed the Secretary/Clerk/Typist position in the Veterans Service Office and recommends that the position be reclassified to a higher step level in the union contract, and

WHEREAS, the Iowa County Personnel Committee has also reviewed the Secretary/Clerk/Typist position in the Veterans Service Office and upholds the Committee on Veterans Service Office on their recommendation based on the difficulty of the duties and ability to work independently, and

WHEREAS, the Committee on Salary and Personnel recommend reclassification only after completing two years as a Secretary/Clerk/Typist in a Veterans Service Office and successfully completing the Veterans Service Specialist test.

NOW THEREFORE BE IT RESOLVED THAT the Secretary/Clerk/Typist position be reclassified to a Veterans Service Specialist and placed at Range 3 of the salary schedule in the Iowa County Courthouse & Social Services Employees union contract as per the attached agreement.

Respectfully submitted:

IOWA COUNTY PERSONNEL COMMITTEE