

**MADISON COUNTY
PERSONNEL ACTION**

Department District Attorney Employee Name Jeri Thompson
 Job title Support Staff Employee SS # ████████8955
 Effective Date October 1, 2016

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: Support Staff new position or replacement if so, whom?
 Rate of Pay \$ _____

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

Promotion

From Position: Support Staff To Position: Same
 Rate of Pay \$ 31,296 Rate of Pay \$ 33,000

Termination

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Sharon Jernigan Signature Sharon Jernigan Date 9-20-16

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	_____	_____
Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____

MADISON COUNTY
PERSONNEL ACTION

Department District Attorney Employee Name Emma Garrett
Job title Support Staff Employee SS # ██████████2766
Effective Date October 1, 2016

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Support Staff new position or replacement if so, whom?
Rate of Pay \$ _____

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

Promotion

From Position: Support Staff To Position: Same
Rate of Pay \$ 34,479 Rate of Pay \$ 38,000

Termination

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Sharon Jernigan Signature Sharon Jernigan Date 9-20-16

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	_____	_____
Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____

Loretta Phillips

From: Sharon Jernigan <sjernigan@rankincounty.org>
Sent: Monday, September 19, 2016 2:35 PM
To: Shelton Vance
Cc: Loretta Phillips
Subject: Todd McAlpin

Todd is an Asst. DA in our office who is primarily paid by the State. We would like to supplement his annual salary by \$12,000 to be processed through Madison County, effective October 1, 2016. This supplement will be reimbursed at 100% by the District Attorney's Office.

Thanks,

Sharon Jernigan
Office Administrator
District Attorney's Office
20th Circuit Court District
(601) 825-1472 main
(601) 824-7118 direct
sjernigan@rankincounty.org

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MADISON COUNTY
PERSONNEL ACTION

Department County Court Employee Name Lindsay Johnson
Job title County Court Administrator Employee SS # _____
Effective Date 10/1/16

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____
Rate of Pay \$ _____

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

Promotion

From Position: Same To Position: same
→ Rate of Pay \$ 40,000.08 Rate of Pay \$ 42,500.08
(\$ 3,333.34 month) (\$ 3,441.67 month)

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Ed Hansen Signature Ed Hansen Date 9/27/16

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	_____	_____
Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____