

MADISON COUNTY  
PERSONNEL ACTION

Department Sheriff's Dept. Employee Name T. Alexander  
Job title deputy sheriff Employee <sup>id</sup># 3367  
Effective Date 2-2-2020

**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: deputy sheriff To Position: Sgt.  
Rate of Pay \$ 19.40 An hour Rate of Pay \$ 20.00 An hour

**Termination**

- Death
  - Dismissed
  - Resigned
  - Retired
- Documentation Attached

**Approval of Elected Official or Department Head**

Printed Name Jeremy Williams Signature [Signature] Date 1-22-2020

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 Sheriff's Dept. Employee Name Alexander, B.  
 Job title deputy sheriff Employee <sup>ID</sup># 3336  
 Effective Date 2-16-2020

**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: deputy sheriff To Position: deputy sheriff  
 Rate of Pay \$ 18.75 An hour Rate of Pay \$ 19.40 An hour

**Termination**

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

\*employee HAS completed 1 year of employment \*

**Approval of Elected Official or Department Head**

Printed Name Jeremy Williams Signature [Signature] Date 1/29/2020

**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 Sheaiff's Dept. Employee Name Singletary  
Job title deputy sheaiff Employee # new hire  
Effective Date 2-16-2020

**Hire**

Full-time  Part-time  Temporary  Hourly  Salaried   
Position: deputy sheaiff - baiff new position or replacement  if so, whom? Elliot  
Rate of Pay \$ 19.40 An hour

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

**Promotion**

From Position: \_\_\_\_\_ To Position: \_\_\_\_\_  
Rate of Pay \$ \_\_\_\_\_ Rate of Pay \$ \_\_\_\_\_

**Termination**

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

**Approval of Elected Official or Department Head**

Printed Name Jeremy Williams Signature [Signature] Date 1/29/2020

**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 Madison County Detention Center Employee Name DERRIK Shavers  
Job title Detention Officer Employee SS # \_\_\_\_\_  
Effective Date Jan. 30, 2020

**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: Detention Officer To Position: Detention Officer  
Rate of Pay \$ 14.50 Rate of Pay \$ 15.50

one year raise

**Termination**

- Death
- Dismissed
- Resigned
- Retired

Documentation Attached

**Approval of Elected Official or Department Head**

Printed Name  
Major Jeff Husted

Signature  
[Signature]

Date  
Jan. 30, 2020

**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 Madison County Detention Center Employee Name Kevin Adams  
Job title Detention Officer Employee SS # \_\_\_\_\_  
Effective Date Jan. 30, 2020

**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: Detention Officer To Position: Detention Officer  
Rate of Pay \$ 14.50 Rate of Pay \$ 15.50

One year Raise

**Termination**

- Death  
 Dismissed  
 Resigned  
 Retired

Documentation Attached

**Approval of Elected Official or Department Head**

Printed Name  
Mayor Jeff Husted

Signature  
[Signature]

Date  
Jan. 30, 2020

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 ATTY'S OFFICE Employee Name ASHLEY ALLEN

Job Title ASST DISTRICT ATTY Employee SS # XXX-XX-4837

Effective Date IMMEDIATELY

HIRE

Full-time  Part-time  Temporary  Hourly  Salaried

Position: ASSISTANT DISTRICT ATTORNEY new position

Or replacement  If so, whom:

RATE OF PAY \$107,015/YEAR + \$6,000/YEAR STIPEND

Note: The Madison County Board of Supervisors pays all of Ms. Allen's salary (\$107,015/YEAR) along with her current supplement (\$5,000/YEAR).

- JOB REFERENCES CHECKED (if applicable)
- BACKGROUND CHECKED (if applicable)
- DRIVING RECORD CHECKED (if applicable)

PROMOTION

From Position: \_\_\_\_\_ To Position: \_\_\_\_\_

Rate of Pay: \_\_\_\_\_ Rate of Pay: \_\_\_\_\_

TERMINATION

- DEATH
- DISMISSED
- RESIGNED
- RETIRED
- DOCUMENTATION ATTACHED

APPROVAL OF ELECTED OFFICIAL OR DEPARTMENT HEAD

JOHN K. BRAMLETT, JR.  
(PRINTED NAME)

  
(SIGNATURE)

DATE: 1-31-20

**FORWARD TO ADMINISTRATION FOR PAPERWORK PROCESSING**

ADMINISTRATIVE PAPERWORK		
	initials	date
Copy to Payroll		
Copy to HR		
Copy to Comptroller		
Copy for BOS Agenda		



**OFFICE OF THE DISTRICT ATTORNEY**

**JOHN K. BRAMLETT, JR.**  
DISTRICT ATTORNEY

TWENTIETH JUDICIAL DISTRICT  
RANKIN, MADISON COUNTIES

January 31, 2020

**VIA ELECTRONIC MAIL**

Madison County Board of Supervisors  
**Attn: Shelton Vance, County Administrator**

RE: **Madison County Employee ASHLEY ALLEN;**  
**Position: Assistant District Attorney**  
**Salary Increase of \$1,000/Year**

Dear Shelton:

In connection with the above employee, we would like to increase Ms. Allen's current salary (\$112,015.00) to **\$113,015.00, per year**, effective at your earliest convenience, as allowable by statute, §25-31-10.1, Miss. Code Ann. (1972, as amended).

Ms. Allen's salary (which includes a \$5,000.00 supplement) is currently being paid in-full by the Madison County Board of Supervisors, however, **our office will reimburse the Board of Supervisors for the additional \$1,000.00 increase.**

Thank you very much. If you have any questions regarding same, please feel free to contact me.

Sincerely,



John K. Bramlett, Jr.,  
District Attorney

Enclosure (Madison County Personnel Recommendation)

c w/Enc: Greg Higginbothom, *Comptroller*  
Loretta Phillips, *Human Resources Director*  
Myrtis Hawkins, *Assistant Comptroller*