Department	DISTRICT ATT 20TH DISTRIC	ORNEY'S OFFI	CE	Employee Na	ame ,	ANDER	SON, Colleen Marie
Job Title	VICTIM ADVO	CATE _	Employe	ee SS # <u>xxxx</u>	-xx-238	6	
Effective Date	OCTOBER 11.	2021					
<u>HIRE</u>							
Full-time	Part-time		Tempor	ary 🔲	Hourly	, 🗆	Salaried
Position:	VICTIM ADVO	CATE	Replace If so, wh		Evans	who vac	ated said position on 04/30/2
RATE OF PAY		\$52,000 ANNU	ALLY				
		JOB REFEREN BACKGROUNI DRIVING REC	O CHECK	(ED (if applica	able)		
PROMOTION					•		
From Position:				To Position:_			
Rate of Pay:				Rate of Pay:			
TERMINATION	!						
		DEATH DISMISSED RESIGNED RETIRED		DOCUMENT	'ATION	ATTAC	HED
APPROVAL O	F ELECTED OF	FICIAL OR DEP	ARTMEN	IT HEAD		7	•
(PRINTED NAME)	DIAMLEH JOHN K. BRAN O ADMINISTR	ー <u>年</u> で MLETT, JR. RATION FOR F	•	INE PROC			DATE: <u>9.24.2(</u>
ADA	#INICTOATIVE	DADEDWORK					
AUR	MINISTRATIVE I	PAPERVIURN					

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

September 24, 2021

VIA ELECTRONIC MAIL

Madison County Board of Supervisors

Attn: Shelton Vance, County Administrator

New Hire for DISTRICT ATTORNEY'S OFFICE/MADISON COUNTY Position: Victim Advocate

Name: COLLEEN MARIE ANDERSON

Dear Shelton:

Re:

With regard to the above-referenced matter, please be advised that we have extended an offer of full-time employment to MS. COLLEEN MARIE ANDERSON, whose effective start date with our office will be **Monday**, **October 11**, **2021**.

Ms. Anderson's job title will be "Madison County Victim Advocate," and we offered here a salary of \$52,000/annually. We respectfully request that the Board pay \$48,000/annually (including all benefits), and our office will *relmburse the County* for the differential of \$4,000/annually.

Currently Ms. Anderson is employed with the Madison County Sheriff's Department, and as such, I assume that her personal and medical leave will transfer and that she shall continue to accumulate same at its current rate? However, if I am mistaken in this belief or if there is additional paperwork that Ms. Anderson should need to complete for the Madison County Human Resources Department, please let my office know as soon as possible.

Thank you very much. And should you have any questions, please give me a call.

Sincerely.

John K. Bramlett,

District Attorney

Enclosure (Madison County Personnel Recommendation)

c w/Enc: Na'Son White, Comptroller

Loretta Phillips, *Human Resources Director* Myrtis Hawkins, *Assistant Comptroller*

Department	Sheriff's l)ept. Er	mployee Name	Ricks
Job title	Sheriff's l deputyshed	iff Er	mployee 55 #	New hine
Effective Date	10-10-20			
Hire Full-time Position:	MPart-time	emporary	Hourly new position r replacement	it so, whom? Anderson
Rate of Pay	<u>\$ 2</u>	1.98 An 1	hour	
	Job references checkers and checkers are briving Record checkers.	d (if applicable)		
Promotion				
From Position:			To Position:	
Rate of Pay	\$		Rate of Pay	\$
Termination	Death Dismissed Resigned Retired	Oocumentation At	ctached	
Printed Name Jeremy W		ignature)	ر کامک cessing	9-24-2021
Administrative p		nitials	Date	
Copy to Payroll	11	nuais	Date	•
Copy to HR	_			-
Copy to Comptroll	er			•
Copy for BOS Age	nda			_

Department	Sheriff's	Dept.	Employee Name	Jobe
Job title	Sheriff's deputyst	eriff	iင္တဲ့ Employee 🗯 #	New Lire
	_		, , ,	
Effective Date	10-10-	2021		
Hire Full-time	Part-time	Temporary	Hourly	Salaried
				_
Position:	deputysh	eartt	new position or replacement	if so, whom? WAITERS
Rate of Pay	<u>\$</u>	21.98 A	n hour	WHITEIS
	Background che	checked (if applicab cked (if applicab checked (if applic	ile)	·
Promotion				
From Position:			To Position:	
Rate of Pay	\$	relation	Rate of Pay	\$
Termination Approval of Ela	Death Dismissed Resigned Retired	Documentatio	n Attached	
Printed Name	cted Official or Dep	Cimple		Date
Jerenyu	Dilliams	70	wil:302	9-23-2021
_J	dministration for			
Administrative	paperwork	Initials	Date	
Copy to Payroll				-
Copy to HR				-
Copy to Comptro	ller			_
Copy for BOS Ag	enda			-

Department	Sheriff's Dept.	Employee Name	LANG
Job title	Sheriff's Dept. deputy sheniff	Employee 5 #	wew hire
Effective Date	10-10-2021		
Hire Full-time	Part-time Temporary	Hourly	Salaried
Position:	deputysheriff	new position	
		or replacement	it so, whom?
Rate of Pay	\$ 21.98	an hour	
	Job references checked (if app	licable)	•
	Background checked (if applica	able)	
	Driving Record checked (if app	licable)	
Promotion			
From Position:		To Position:	
Rate of Pay	\$	Rate of Pay	\$
Termination			
TCTTTTT TOTAL			
	Death Dismissed		
	Resigned		
	Retired Documentation	ion Attached	
Approval of Fla	cted Official or Department <u>He</u> ad	,	
Drinted Name	Xignature)		Date
Jerenyu	Dillians	allsoa	9-23-2021
Forward to A	dministration for Paperwork	Processing	
Administrative	<i>paperwork</i> Initials	Date	
Copy to Payroll			_
Copy to HR			
Copy to Comptro	ller		_
Copy for BOS Ag			_

Department	Sheriff	Dept.	Employee Name	Coyle
Job title	Sheriff's deputys	heriff	Employee #	Loyle New hire
Effective Date	10-10-2			
				
Hire			•	
Full-time	Part-time	Temporary	Hourly	Salaried
Position:	deputysh	riff	new position or replacement	it so, whom?
Rate of Pay	<u>\$</u>	21.98 An	hour	Edgar
	Background che	checked (if applica cked (if applicable checked (if applica	e)	
Promotion				
From Position:			To Position:	,
Rate of Pay	\$		Rate of Pay	\$
Approval of Ele		Signature	Attached U.30a	Date 9-23-202-1
Forward to A	dministration for	Paperwork Pr	ocessing	
Administrative	paperwork	Initials	Date	
Copy to Payroll				
Copy to HR				
Copy to Comptro	ller			
Copy for BOS Ag	enda			

Department	Sheriff's Dept.	Employee Name	<u>Smith</u>
Job title	deputysheriff	Employee 紹#	Smith New hire
Effective Date	10-10-2021	•	
Hire Full-time	Part-time Temporary	Hourly	Salaried
			Salarieu
Position:	deputysheriff	new position or replacement	It so, whom?
Rate of Pay	\$21.98	an hour	Dixon
	Job references checked (if applications of the second checked (if applications of th	able)	
Promotion			
From Position:		To Position:	
Rate of Pay	\$	Rate of Pay	\$
Termination	Death Dismissed Resigned Retired Documentati		transfer to dept. 200 sheriff admin on effective date A
Approval of Ele	ected Official or Department Head	,	
Printed Name		.	Date
Jereny W	INITALS Administration for Paperwork	Processing	9-23-2021
	· · · · · · · · · · · · · · · · · · ·		
Administrative			
Copy to Payroll	Initials 	Date	
Copy to HR			
Copy to Comptro	iler		
Copy for BOS Ag	enda		