

MADISON COUNTY
PERSONNEL ACTION

Department Youth Services Employee Name Jennifer Chhabra
Job title Records Clerk Employee SS # _____
Effective Date April 1, 2022

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Records Clerk new position or replacement if so, whom? _____
Rate of Pay \$20/hr

- 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 Staci O'Neal Signature Staci B. O'Neal Date 3/11/2022

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 Gabrielle Scott
Job title Detention Officer Employee SS # _____
Effective Date March 28, 2022

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Detention Officer new position or replacement if so, whom? _____
Rate of Pay \$ 17.56

- 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 Mayor Jeff Hosted Signature [Signature] Date 3.25.22

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 AR-Bisiya Smith
Job title Detention Officer Employee SS # _____
Effective Date MARCH 28, 2022

Hire
Full-time Part-time Temporary Hourly Salaried
Position: Detention Officer new position or replacement if so, whom? _____
Rate of Pay \$ 17.50

- 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 Major Jeff Husted Signature [Signature] Date 3.25.22

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 Phillip Howell
Job title Detention Officer Employee SS # _____
Effective Date March 28, 2022

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? Robert White
Rate of Pay \$ 17.50

- 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 Mayor Jeff Husted Signature [Signature] Date 03.25.22

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 Edgar Epps III
Job title Detention Officer Employee SS # _____
Effective Date MARCH 28, 2022

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement it so, whom?
Rate of Pay \$ 17.50

- 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 Major Jeff Hosted Signature [Signature] Date 3-25-22

Forward to Administration for Paperwork Processing

Administrative paperwork

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