

MADISON COUNTY
PERSONNEL ACTION

Department Tax Assessor Employee Name Elizabeth Magee
Job title Homestead Deputy Employee SS # _____
Effective Date November 4, 2024

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____
Rate of Pay \$ 20.20

- 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 Norman A. Cannady, Jr. Signature  Date 10/8/2024

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 Tax Collector Employee Name Amber Ray-Joubert
Job title Deputy Collector Employee SS # _____
Effective Date 10/21/2024

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Deputy Collector new position if so, whom?
or replacement William White
Rate of Pay \$21 / 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 CJ Garavelli Signature [Signature] Date 10/14/2024

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 MCDC Employee Name Samantha Stubbs
 Job title D/O Employee SS # _____
 Effective Date 10/21/24

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: D/O 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 Jeffrey B. Hester Signature [Signature] Date 10/16/24

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 MCDC Employee Name Shameka Wells
 Job title D/O Employee SS # _____
 Effective Date 10/21/24

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: D/O 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 Jeffrey B. Hunter Signature [Signature] Date 10/16/24

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 MCDC
Job title D/O
Effective Date 10/21/24

Employee Name Tiffany Cumerland
Employee SS # _____

Hire

Full-time Part-time Temporary Hourly Salaried
Position: D/O 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 Tiffany B. [Signature] Signature [Signature] Date 10/16/24

Forward to Administration for Paperwork Processing

Administrative paperwork

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

IN THE COURT OF MADISON COUNTY
YOUTH COURT DIVISION

FILED
MADISON COUNTY

OCT 17 2024

ORDER

ANITA W. WAY, CIRCUIT CLERK
BY AWray D.C.

COMES NOW, the undersigned Judge and makes the following adjustment to the position, responsibilities and compensation for various Juvenile Drug Treatment Court and Family Drug Treatment Court personnel to be effective as of **November 4, 2024** as follows:

1. Amy Nisbett shall continue her appointment as the Guardian Ad Litem for the Family Drug Court at a compensation of \$12,000 annually from Fund 186-163. Her health insurance will be paid from a different fund.
2. Amy Nisbett shall continue her appointment as the Juvenile Drug Treatment Court Coordinator at a compensation of \$59,000 annually from Fund 190-163. Health Insurance shall be split between Fund 190-163 and Fund 185-163 with 75% coming from Fund 190-163.
3. Amy Nisbett is hereby appointed as Grant Manager for the Juvenile Drug Treatment Court and Family Drug Treatment Court at a compensation of \$11,000 annually from Fund 185-163 with 25% of health insurance coming from Fund 185-163.
4. Jamie Ballard shall continue her appointment as the Family Drug Treatment Court Coordinator with compensation of \$61,000 annually from Fund 187-163.

SO ORDERED this 16th day of October, 2024.

Staci B. O'Neal
DRUG COURT JUDGE



OFFICE OF THE DISTRICT ATTORNEY

JOHN K. BRAMLETT, JR.

DISTRICT ATTORNEY

TWENTIETH JUDICIAL DISTRICT
RANKIN, MADISON COUNTIES

October 17, 2024

Via Electronic Mail @ Greg.Higginbotham@Madison-Co.com

Madison County Board of Supervisors
Greg Higginbotham, County Administrator

Re: **Employee: JOHN CHALK**
Effective Date: October 21, 2024

Dear Greg:

In connection with the above employee whose present salary of \$59,500/annually is currently funded by the Madison County Board of Supervisors.

We would like to offer Mr. Chalk a \$8,500/year salary increase, effective October 21, 2024, making his annual salary \$68,000. *My office will reimburse Madison County for this \$8,500 requested pay increase.*

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

Sincerely,

A handwritten signature in black ink, appearing to read "John K. Bramlett, Jr.", written over a light blue horizontal line.

John K. Bramlett, Jr., *District Attorney*

Enclosure (Madison County Personnel Recommendation)
c w/Enc: Na'Son White, *Comptroller*
Loretta Phillips, *Human Resources Director*
Myrtis Hawkins, *Assistant Comptroller*

**MADISON COUNTY
PERSONNEL ACTION**

Department **DISTRICT ATTY'S OFFICE** Employee Name **CHALK, John Abney**

Job Title **INVESTIGATOR** Employee SS # xxx-xx-3912

Effective Date **OCTOBER 21, 2024**

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)

PAY INCREASE

From Position: _____ To Position: _____

INCREASE: FROM \$59,500/YEAR TO \$68,000/YEAR (pay raise of \$8,500/annually to be funded by DA's Office)

TERMINATION

- DEATH
- DISMISSED
- RESIGNED
- RETIRED
- DOCUMENTATION ATTACHED

APPROVAL OF ELECTED OFFICIAL OR DEPARTMENT HEAD

JOHN K. BRAMLETT, JR.
(PRINTED NAME)


(SIGNATURE)

DATE: 10/17/24

FORWARD TO ADMINISTRATION FOR PAPERWORK PROCESSING

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

