

MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Aaron Green
Job title Laborer Employee SS # _____
Effective Date 6/17/14

Hire
Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____

Rate of Pay \$ 11.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/17/14

Forward to Administration for Paperwork Processing

Administrative paperwork

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

replaces Gregory Singleton

MADISON COUNTY
PERSONNEL ACTION

Department Road Department Employee Name Edwin Ephrom
Job title Tractor Driver Employee SS # _____
Effective Date 6/20/14

Hire

Full-time Part-time Temporary Hourly Salaried

Position: _____ new position or replacement it so, whom?

Rate of Pay \$ 10.00 hours

- 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 Lawrence Morris Signature Lawrence L. Morris Date 6/19/14

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 Road Dept Employee Name Robert O'Leary
Job title Mechanic Employee SS # _____
Effective Date 6/23/14

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____

Rate of Pay \$ 15.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/19/14

Forward to Administration for Paperwork Processing

Administrative paperwork

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

MADISON COUNTY
PERSONNEL ACTION

Department Road Dept. Employee Name LAVON Jordan, Jr.
Job title Tractor Driver Employee SS # _____
Effective Date 6/20/14

Hire

Full-time Part-time Temporary Hourly Salaried

Position: _____ new position or replacement if so, whom?

Rate of Pay \$10.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/19/14

Forward to Administration for Paperwork Processing

Administrative paperwork

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Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____

MADISON COUNTY
PERSONNEL ACTION

Department Sheriff's Dept. Employee Name Jessie Smith
Job title deputy sheriff Employee ^{IP} # 4688
Effective Date 6-29-2014

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 \$ 16.97 An hour Rate of Pay \$ 18.09 An hour

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

* deputy has completed basic training at Academy *

Approval of Elected Official or Department Head

Printed Name Jeremy Williams Signature [Signature] Date 6-23-2014

Forward to Administration for Paperwork Processing

Administrative paperwork

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Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____

MADISON COUNTY
PERSONNEL ACTION

Department Tax Collector Employee Name CARR Gene P
Job title Deputy Collector Employee SS # _____
Effective Date 6-1-2014

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: _____ To Position: _____

Rate of Pay \$ _____ Rate of Pay \$ 30,509.00

Hourly

Termination

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name KAY FACE Signature [Signature] Date 10-16-14

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 Johnson LATWANA X
Job title Deputy Collector Employee SS # _____
Effective Date 6-1-2014

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: _____ To Position: _____

Rate of Pay \$ _____ Rate of Pay \$ 27,989.00
yearly

Termination

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Kay Pace Signature [Signature] Date 6/6-14

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 Nason DeBRA
Job title Deputy Collector Employee SS # _____
Effective Date 6-1-2014

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: _____ To Position: _____
Rate of Pay \$ _____ Rate of Pay \$ 27,935.00
yearly

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Kay Pace Signature [Signature] Date 6-16-14

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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 Sullivan Laura
Job title Deputy Collector Employee SS # _____
Effective Date 6-1-2014

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position if so, whom?
or replacement

Rate of Pay \$ _____

- 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 \$ 27,065.00

yearly

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Kay Pace Signature [Signature] Date 6-16-14

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 Winn Brenda Y
Job title Deputy Collector Employee SS # _____
Effective Date 6-1-2014

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: _____ To Position: _____
Rate of Pay \$ _____ Rate of Pay \$ 28,866
yearly

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Kay Pace Signature [Signature] Date 6-16-14

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 WOODARD Shelia
Job title Deputy Collector Employee SS # _____
Effective Date 6-1-2014

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: _____ To Position: _____
Rate of Pay \$ _____ Rate of Pay \$ 31,544.00
yearly

Termination

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name RAY PACE Signature [Signature] Date 6-10-14

Forward to Administration for Paperwork Processing

Administrative paperwork

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

Shelton Vance

From: Myrtle Rayburn
Sent: Thursday, June 19, 2014 12:11 PM
To: Shelton Vance
Subject: salary

Shelton I forgot to put start date on the 6 employees salary it is to be now this month

Myrtle

Myrtle Rayburn
Madison County Deputy Collector
P O Box 113
Canton, MS 39046
601-855-5605

**MADISON COUNTY
PERSONNEL ACTION**

Department Road Department Employee Name Calvin Levy
 Job title Truck Driver Employee SS # _____
 Effective Date 7/1/2014

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: Truck Driver To Position: Equipment Operator/Mechanic
 Rate of Pay \$ 13.49 hr Rate of Pay \$ 14.49 hr

Termination

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Lawrence Morris Signature Lawrence J. Morris Date 6/26/2014

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 Road Department Employee Name Michael Steele
 Job title Mechanic Employee SS # _____
 Effective Date 7/1/2014

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: Mechanic To Position: Senior Mechanic
 Rate of Pay \$ 17.61 hr. Rate of Pay \$ 20.00 hr.

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Lawrence Morris Signature Lawrence L. Morris Date 6/26/2014

Forward to Administration for Paperwork Processing

Administrative paperwork

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Copy for BOS Agenda	_____	_____

(Employee will be on emergency call)

MADISON COUNTY
PERSONNEL ACTION

Department Road Department Employee Name Vidal Fleming
Job title Equipment Operator Employee SS # _____
Effective Date 7/1/2014

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: Equipment Operator To Position: Equipment Operator, Culvert Division
Rate of Pay \$13.39 hour Rate of Pay \$ 15.00 hour

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Lawrence Morris Signature Lawrence J. Morris Date 6/26/2014

Forward to Administration for Paperwork Processing

Administrative paperwork

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Copy to Payroll	_____	_____
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Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____

MADISON COUNTY
PERSONNEL ACTION

Department Sheriff Dept. Employee Name Kevin Stacy

Job title Dispatcher Employee SS # 427-73-5587

Effective Date July 01, 2014

Hire

Full-time Part-time Temporary Hourly Salaried

Position: _____ new position or replacement it so, whom?

Rate of Pay \$ _____

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

Promotion

From Position: Dispatcher To Position: Dispatcher

Rate of Pay \$ 12.95 Rate of Pay \$ 16.55

Termination

1 Year Anniversary

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name
Jeremy Williams

Signature
[Signature]

Date
06/30/2014

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 Dept. Employee Name Kaitlin Wagner
Job title Dispatcher Employee SS # 419-39-6791
Effective Date July 16, 2014

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: Dispatcher To Position: Dispatcher
Rate of Pay \$ 12.95 Rate of Pay \$ 16.55

Termination

1 Year Anniversary

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Jeremy Williams Signature [Signature] Date 06/30/2014

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 Road Department Employee Name Keith Ransom
Job title Laborer Employee SS # _____
Effective Date 7/1/2014

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____

Rate of Pay \$11.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/30/2014

Forward to Administration for Paperwork Processing

Administrative paperwork

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

P.O. Box 113
Canton, MS 39046-0113

Canton Fax: 601-859-0322
Ridgeland Fax: 601-898-0731

Kay Pace
Tax Collector
Madison County

Canton: 601-859-5226
Flora: 601-879-9537
Ridgeland: 601-856-4472
Toll Free: 800-428-0584

July 2, 2014

Madison County Board of Supervisors
P O Box 608
Canton, MS 39046

Dear Gentlemen,

I am requesting that you approve the additional payment of \$1,381.66 for Margaret Hayman for the month of June. Ms Hayman worked the full month of June and not half the month. The month of July will go back to the regular amount of time and pay.

Thank you in advance for your approval.

Regards,



Kay Pace
Tax Collector, Madison County