

## Laura Tschabold

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**From:** Silas Halloran-Steiner  
**Sent:** Friday, November 06, 2015 7:37 AM  
**To:** Mary Starrett; Laura Tschabold  
**Cc:** Lucy Flores Mendez; Margaret Jarmer; Terry Malay; Caren Anderson  
**Subject:** Board Consideration: HHS Position Management Authority Reclassification

Hi Mary and Laura,

I am requesting Board Consideration to reclassify 1.0 full time equivalent (FTE) Program Manager III (range 27) to 1.0 FTE Program Manager IV (range 29) for fiscal year 2015-2016. If approved, this will align the job duties more appropriately for the vacant Family & Youth program manager position. The position is responsible for over 42 FTE direct staff (47+ FTE with clerical support), as well as a medical team; before I begin the recruitment this action should be done to properly reflect our position classification system.

We have sufficient expense authority for this request in our fiscal year 2015-2016 Adopted budget. Please let me know if you have any questions.

Lucy, please put this on the Agenda for next week's Board session.

Thanks,

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Our Mission: To promote the public's physical, emotional and social well-being through services, prevention, education, and partnerships.

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Accepted by Yamhill County  
Board of Commissioners on  
11-12-15 by Board Order  
# 15-457