

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 10/20/2022		PREPARED BY: Tim Anderson	
Meeting Date Requested: 11/01/2022		PRESENTED BY: Tim Anderson	
ITEM: (Select One)		Consent Agenda <input checked="" type="checkbox"/> Brought Before the Board Time needed: 5 minutes	
SUBJECT: Approval to Hire Accounting Supervisor at Step 5			
FISCAL IMPACT: None – There are cost savings from a new Director of Finance that is at a lower grade than the previous Director as well as the Accounting Supervisor would be coming in a step lower than the previous Accounting Supervisor.			
BACKGROUND: The Auditor's Office Accounting Department is having a difficult time finding qualified applicants from a very small applicant pool to fill the current vacancy. We have received seven applications since May 2022 and most of these applicants have not met the qualifications for the position. The potential candidate has 10 years of governmental accounting experience and is a Certified Public Accounting.			
RECOMMENDATION: The County Auditor recommends approval of the Step 5 entry for the selected candidate for the Accounting Supervisor position, and authorization for the Chair to sign the Personnel Action Form (PAF).			
COORDINATION: Matt Beaton, County Auditor; Tim Anderson, Director of Finance			
ATTACHMENTS: (Documents you are submitting to the Board) <ol style="list-style-type: none"> Personnel Action Form, Resolution Draft 			
HANDLING / ROUTING: (Once document is fully executed it will be imported into Document Manager. Please list <u>name(s)</u> of parties that will need a pdf)			
Original to HR for processing and retention. Auditor's Office			

I certify the above information is accurate and complete.

Ward Bral

Matt Beaton, Franklin County Auditor

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY,
WASHINGTON

RE: STEP EXCEPTION FOR AUDITOR'S OFFICE EMPLOYMENT OFFER

WHEREAS, the Auditor's Office Accounting Department has received few applicants for the Accounting Supervisor position; and

WHEREAS; the Auditor's Office now has an applicant that is a Certified Public Accountant with approximately 10 years of governmental accounting experience; and

WHEREAS, to leave his current employer, a Grade 19, Step 5 would be necessary to meet his salary requirements; and

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners hereby approve the step exception, and agree to offer the selected candidate the Accounting Supervisor position at a Grade 19, Step 5.

APPROVED this 1st day of November, 2022

**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

Chair

Attest:

Chair Pro Tem

Clerk to the Board

Member

Originals: Human Resources

cc: Accounting