

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE		EFFECTIVE DATE
		09.25.2023
NAME: Karina Sierra	PAYROLL :	09.29.2023

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	Staff Assistant I	Staff Assistant I
DEPARTMENT	DHS	DHS
HOURS		
ANNUAL SALARY	\$34,500.00	Temporary Increase
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt

REASON FOR CHANGE

- | | | |
|-----------|------------------------------|-------------------------------|
| NEW HIRE | RESIGNATION | LENGTH OF SERVICE INCREASE |
| REHIRED | RETIREMENT | REEVALUATION OF CURRENT JOB |
| PROMOTION | LAYOFF | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION | ADMINISTRATIVE LEAVE PAID | OTHER |
| TRANSFER | ADMINISTRATIVE LEAVE UN-PAID | |

COMMENTS, IF NECESSARY

Motion to Approve Karina Sierra to Receive a Temporary Increase of \$250.00.00 Per Pay Due to Extra Duties. (Once a New DHS Director is Hired, the Pay Increase will Decrease by \$50.00 Per Pay Until Karina is Back to Her Current Base Salary of \$34,500.00)

Elected Official / Department Head Date

Angela Wakeman 09.25.2023

Human Resources Officer Date

John Galusha, Chairman Date

Budget Officer Date

Date Inputed Into System