



COUNCIL ITEM AGENDA REQUEST FORM

Department: Court

COUNCIL MEETING DATE

1/20/2022

☐ Workshop ☒ Regular Meeting

☐ Consent Agenda

STAFF CONTACT

April Spradlin

Staff Report:

Item Description:

Employment of Public Safety Clerk / Assistant Court Clerk

Background/History:

Lindsey Johnson is a graduate of Morrow High School and has some college credits from Griffin Technical College. She has been employed with Henry County Government where she has served as an Administrative Assistant for the Records Division at Henry County Police Department for 5 years and Administrative Asssistant III for Henry County Fire Department for 9 years. Lindsey brings to the Town of Tyrone a number of skills to provide the best customer service for the Tyrone Police Department and Municipal Court along with an array of skills to perform her job.

Findings/Current Activity:

Ms. Johnson was determined to be the most qualified candidate out of 6 interviews.

Is this a
budgeted item?

Y



N



If so, include budget line number: 100-20-51-1100

Actions/Options/Recommendations:

I would ask that you vote to approve the hiring of Lindsey Johnson.