

## Keri Hinton

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**From:** Laura Tschabold  
**Sent:** Monday, June 06, 2016 4:42 PM  
**To:** Brad Berry; Mary Starrett; Allen Springer; Stan Primozich; Keri Hinton; Lucy Flores Mendez; Desiree Lundeen  
**Cc:** Debra Bridges; Ken Huffer; Laura Tschabold  
**Subject:** RE: Debra Bridges Position Change

Commissioners, the action you will be discussing at tomorrow's Informal Session is to modify the position authority related to the District Attorney's Office by deleting one full time District Attorney Office Manager position and one full time Director of Victim Services position and adding one full time (1.0 FTE) Administrative Manager/Director of Victim Services Division position.

Lucy/Keri – please add this to tomorrow's agenda folder for Board consideration.

Thanks, Laura

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Accepted by Yamhill County  
Board of Commissioners on

6-9-16 by Board Order

# 16-2216

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**From:** Brad Berry  
**Sent:** Monday, June 06, 2016 4:29 PM  
**To:** Mary Starrett <[starrettm@co.yamhill.or.us](mailto:starrettm@co.yamhill.or.us)>; Allen Springer <[springera@co.yamhill.or.us](mailto:springera@co.yamhill.or.us)>; Stan Primozich <[primozichs@co.yamhill.or.us](mailto:primozichs@co.yamhill.or.us)>; Keri Hinton <[hintonk@co.yamhill.or.us](mailto:hintonk@co.yamhill.or.us)>; Laura Tschabold <[tschabold@co.yamhill.or.us](mailto:tschabold@co.yamhill.or.us)>; Lucy Flores Mendez <[mendezl@co.yamhill.or.us](mailto:mendezl@co.yamhill.or.us)>; Desiree Lundeen <[lundeend@co.yamhill.or.us](mailto:lundeend@co.yamhill.or.us)>  
**Cc:** Debra Bridges <[bridgesd@co.yamhill.or.us](mailto:bridgesd@co.yamhill.or.us)>  
**Subject:** Debra Bridges Position Change

Commissioners, et. al.:

As you recall, through the budget process and before, I proposed and you approved, combining the Office Administrator and Director of Victims' Services positions into a single position, at a range 26. Although presented at the budget hearings, I indicated that I was proposing this move, promotion, to be effective June 1. I am now formally requesting Commissioner approval (Desiree said she'd do the PA), effective with the June 9, 2016 pay period, the move of Debra Bridges into this newly created position at the new pay range.

I assume, since we've discussed this at length during the budget process, including the job description and accompanying memorandum, that nothing further is necessary at this time. Of course, should you need anything further from me, please do not hesitate to ask.