



KLAMATH COUNTY
Human Resources

To: Board of County Commissioners
From: Amanda Van Riper
Human Resources Director

Date: March 30, 2021

Re: **Reclassification Request – Museum**

Date Scheduled for Administrative Meeting: March 30, 2021

On behalf of Commissioner Morris, we are seeking your approval to reclassify Todd Kepple from Museum Manager (UF20) to Museum Director (DF10). The reclassification was originally discussed by the Board on March 18, 2021, however, with turnover in the HR Department, the request was not brought back to the board.

Our comparator counties do not have a Museum department so to determine a suitable paygrade we looked at our departments that have similar FTE's. We determined the Fairgrounds would be our best comparator for the following reasons:

- Both departments have similar FTE count.
- Both departments manage multiple buildings.
- Both departments have their own board.
- Both departments work with the public and host community events.

We are requesting to reclassify Todd effective April 1, 2021 from a UF20 step 7 (\$4,243/month) to a DF10 step 1 (\$4,840/month). Todd's seniority date will not change.

The department has the money in their budget.

Suggested Motion: Hereby move to approve the request to reclassify Todd from Museum Manager, UF20, to Museum Director, DF10, as outlined above:

 Chair
 Approved
 Disapproved

 Commissioner
 Approved
 Disapproved

 Commissioner
 Approved
 Disapproved

Date

Date

Date