



**KLAMATH COUNTY
Human Resources**

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

Date: June 29, 2021

Re: **Department Request – WIC Temporary Employee Conversion**

Date Scheduled for Administrative Meeting: June 29, 2021

On behalf of Jennifer Little, Public Health Director, we are seeking your approval to convert Lilly Miller from a contract temporary employee, to the full time WIC Office Specialist position.

Lilly has come on board with a can-do attitude and has been a valuable addition to the WIC team. The department is requesting to buy her out of her contract with Express and hire her directly with the County. The cost to buy Lilly out of her contract is approximately \$3,060. The Department would like to hire her as a County employee effective July 1, 2021 and hire her at an LH12 Step 1, \$14.73/hour.

The department has the money in their budget.

Suggested Motion: Hereby move to approve the request convert Lilly Miller to a full time County employee as outlined above:

Chair
Approved
Disapproved

Commissioner
Approved
Disapproved

Commissioner
Approved
Disapproved

Date

Date

Date