



County of Frederick

Paula A. Nofsinger
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TO: Human Resources Committee and Board of Supervisors
FROM: Paula Nofsinger, HR Director *Paula Nofsinger*
DATE: May 4, 2015
SUBJECT: HR Committee Agenda

The HR Committee will meet in the First Floor Conference Room at 107 North Kent Street on Friday, May 8th, at 8:00a.m. The agenda for the meeting is as follows:

1. Introduction of our new committee member, Supervisor Jason Ransom.
2. Request from Becky Hogan to establish an entry level records clerk position.
3. Presentation from our Director of Public Works, Ed Strawsnyder, on our Public Works department.

HON. REBECCA P. HOGAN
Clerk



FREDERICK COUNTY CIRCUIT COURT

FREDERICK-WINCHESTER JUDICIAL CENTER

5 NORTH KENT STREET

WINCHESTER, VIRGINIA 22601

(540) 667-5770

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April 28, 2015

TO: FREDERICK COUNTY HR COMMITTEE

A long-serving employee in our office, Victoria Eckman, recently retired. I desire to split the position and monies that funds that position to two entry level records clerks. I have recently hired an individual for one position. At this time, I request that the second position be created for this office and be funded with the remaining monies to fill when needed.

Each of these employees will be State Compensation funded, with Frederick County supplements.

Thank you for your consideration in this matter.

A handwritten signature in blue ink that reads "Rebecca P. Hogan".

Rebecca P. Hogan
Clerk