



WASHINGTON COUNTY, ARKANSAS
County Courthouse

MEETING OF THE
WASHINGTON COUNTY QUORUM COURT
PERSONNEL COMMITTEE

Monday January 10, 2022
6:00 P.M.

Washington County Quorum Court Room

Robert Dennis
Willie Leming
Shannon Marti

Lisa Ecke - Chair

Butch Pond – Vice-Chair
Evelyn Rios Stafford
Shawndra Washington

A G E N D A

1. CALL TO ORDER AND WELCOME

2. PRAYER AND PLEDGE

3. ADOPTION OF AGENDA

At the beginning of each meeting, the agenda shall be approved. Any JP may request an item be added or removed from the agenda subject to approval of the Committee.

4. REQUEST FROM ANGELA LEDGERWOOD (4.1)

1. Pay increase of Administrative Assistant

5. CHAIRMAN'S REPORT

6. PUBLIC COMMENT

Twelve-minute comment period with a three-minute limit for each individual to comment on items on the agenda.

7. ADJOURNMENT

801 West Clydesdale Fayetteville, AR. 72701



December 7, 2021

Dear JESAP Committee Members:

I have filled the position of Administrative Assistant with Haley Zwahlen. The position is a Grade 8 with starting pay of \$12.91 per hour.

Haley has over four years of animal related and customer service training/education. In addition Haley has worked as Part-Time Administrative Assistant for the Washington County Animal Shelter for 10 months and has consistently exceeded job expectations. Due to the knowledge and experience she has obtained during this time, she far exceeds the minimum requirements for this position.

I would like to request that Hayley be brought in at the top of the first quartile with a starting rate of \$13.63. This request is consistent with the Hiring Rate Policy under Washington County's Job Evaluation/Salary Administration Program. I would also like to ask that you make this retroactive back to her January 3, 2022 hire date.

Thank you for your consideration.

Sincerely,

Angela Ledgerwood
Director
Washington County Animal Shelter