

# UPSHUR COUNTY STATUS/PAYROLL CHANGE REPORT

PLEASE NOTE THE FOLLOWING CHANGE(S):

Effective Date 4-10-23 Dept. 499  
 Employee Tina Leiser  
 Emp. ID# 2522

X	CHANGE(S)	FROM	TO
<input checked="" type="checkbox"/>	Rate		1175 s/m
	Department		
	Position		
	<u>Temp Position - Tax Deputy Clerk</u>		

New/Existing Position: \_\_\_\_\_

REASON(S) FOR THE CHANGE(S)	
<input checked="" type="checkbox"/> Hired	Re-Hired
Introductory Period Ended	Merit Increase
Promotion	Transfer
Raise	Demotion <b>Received</b>
Re-evaluation of Job	Salary Decrease
Longevity Increase	Other <b>APR 11 2023</b>
Anniversary Date	<b>Upshur County</b>
YRS / \$	<b>Treasurer's Office</b>
s/m	

Comments: Temp Full-time under ARPA grant, previously held by Kelly Potter.  
Reduced pay by 50% / s/m for 12 months for training.

Approved by Yvonne Howell Date: 4-10-23

# UPSHUR COUNTY STATUS/PAYROLL CHANGE REPORT

PLEASE NOTE THE FOLLOWING CHANGE(S):

Effective Date 4-18-23 Dept. Sheriff/560  
 Employee Duncan Knox  
 Emp. ID# 2523

X	CHANGE(S)	FROM	TO
	Rate		\$ 1724.24
	Department		560
	Position	Patrol	Deputy

New  Existing  Position Patrol Deputy

REASON(S) FOR THE CHANGE(S)			
<input type="checkbox"/> Hired		<input type="checkbox"/> Re-Hired	
<input type="checkbox"/> Introductory Period Ended		<input type="checkbox"/> Merit Increase	
<input type="checkbox"/> Promotion		<input type="checkbox"/> Transfer	
<input type="checkbox"/> Raise		<input type="checkbox"/> Demotion	
<input type="checkbox"/> Re-evaluation of Job		<input type="checkbox"/> Salary Decrease	
<input type="checkbox"/> Longevity Increase		<input type="checkbox"/> Other	APR 12 2023
<input type="checkbox"/> Anniversary Date			
YRS / \$	s/m		Upshur County Treasurer's Office

Comments:  
Replacing Joseph Saxon

Approved by: Date: 4-12-23