

Carlson Dettmann Consulting, LLC

MEMORANDUM

Date: October 16, 2014
To: Terri Palm, Human Resources Director
From: Katie McCloskey, Senior Human Resources Consultant
Re: Sergeants-Experience Requirement

Jefferson County asked Carlson Dettmann Consulting (CDC) to review the rating for the experience requirements for Sergeants in the Sherriff's department. The County will now be increasing the experience requirement to a minimum of six years. Increasing the experience requirement rating results in the Sergeants position moving up one Grade. Sergeants are currently classified in a Grade 9. Changing the experience requirement moves the position into a **Grade 10**.

Please do not hesitate to call me at the number listed below if you have any further questions.

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