



Yamhill County
OREGON
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May 20, 2022

Re: Position Authority Request

To: Board of Commissioners

Cc: Ken Huffer, Justin Hogue

As you all know we have struggled to maintain good janitorial services throughout the county buildings. As one of the steps to correct this we hired to hire two Facilities Maintenance Worker Is. Their primary focus is janitorial in the buildings requiring CJS clearances, i.e., the Courthouse, Sheriff's Office, and Annex. This was the first step in solving our janitorial problems.

This has worked well enough that I am proposing we hire one more Maintenance worker I to join the janitorial crew so we would have the bandwidth to take over the janitorial duties in the Day Management house and the two I.T. houses. With staffing as it is we are just short of being able to take these three small buildings over in house.

Therefore, I am requesting your consideration for position authority allowing the Facilities Division to recruit one Maintenance Worker I position.

Respectfully,

Joe Moore
Yamhill County Facilities Manager

Accepted by Yamhill County
Board of Commissioners on
5-26-2022 by Board Order
22-162