

Employer logo

Yellowstone County Commissioners
RECEIVED

JUL 10 2025

Hire/Personnel Action Form

Employee Information

Employee

Andrew Wylie

Hire Information

Position Details

Detention Officer (D)
(5090)

Hire Req#

202500314

Job Type

Full-Time Regular

Job Class

Detention Officer (D)

Pay Rate

\$24.67

Person ID

61154244

Job Class#

5090

HireDate

7/21/25

Department

Sheriff's Office

Division

Detention Facility

Comments

Funding: 2300.136.420200.111 @100 %
replaces: Parker

Approvals

HUMAN RESOURCES

Kevin Gillen

7/10/25 8:34
AM

FINANCE

JENNIFER
JONES

7/10/25 8:35
AM

Commissioners Action
Approve Disapprove

Chair MM _____

Member MTN _____

Member _____

JUL 09 2025

YELLOWSTONE COUNTY PERSONNEL ACTION REPORT

Section 1

Section 1 is to be completed by the initiating department for recommended personnel changes

Name: Kent O'Donnell Effective Date: 07/01/2025
Current Title: Patrol Captain Gr. Salary \$ 51.88
Title Change: Admin Captain Gr. Salary \$ 51.88

Check as Applicable:

Regular Full Time: xx New Hire:
Regular Part Time: Rehire:
Temp Full Time: Termination:
Temp Part Time: Promotion:
Seasonal Hire: Transfer:
Replaces position Name Demotion:
New Budgeted Position xx Reclassification:
Other: Funding Change xx

Funding: 2300 - 130 - 420150 - 111 Percent 100 New Account
 - - - Percent Split Account

[Signature] 07/08/2025
Elected Official/Department Head Date

Section 2

Human Resources:

Finance:

Note: Ken Allen 7-8-25
Director Date

Note: Jim Jones 7.8.25
Director Date

H.R. Comments:

Commissioner's Action
Approve Disapprove

Date entered in payroll
Clerk & Recorder - original
Human Resources - canary
Auditor - pink
Department - goldenrod

Chair MM
Member MM
Member