



Hire/Personnel Action Form

AUG 05 2025

Employee Information

Employee
Aspen Rivers

Hire Information

Position Details	Hire Req#	Job Type
District Court Clerk (C) (3025)	202500341	Promotional
Person ID	Job Class	Pay Rate
53256202	District Court Clerk (C)	\$18.46
Department	Job Class#	HireDate
District Court	3025	8/11/25
Division		
N/A		

Comments

1000.221.410330.111 replaces B. Best Briscoe

Approvals

HUMAN RESOURCES	Charri Victory	8/5/25 11:11 AM
FINANCE	JENNIFER JONES	8/5/25 11:12 AM

Commissioners Action
Approve Disapprove

Chair		_____
Member		_____
Member		_____



Yellowstone County Commissioners
RECEIVED

Hire/Personnel Action Form

AUG 04 2025

Employee Information

Employee
Kevin Gillen

Hire Information

Position Details	Hire Req#	Job Type
Human Resource Director (M) (1125)	202500323	Full-Time Regular
Person ID	Job Class	Pay Rate
63806607	Human Resource Director (M)	\$154,801.92
Department	Job Class#	HireDate
Human Resources	1125	8/1/25
Division		
N/A		

Comments

1000.144.410800.111 replaces D. Vigness 100%

Approvals

HUMAN RESOURCES	Charri Victory	8/1/25 3:18 PM
FINANCE	JENNIFER JONES	8/3/25 12:31 PM

Commissioners Action
Approve Disapprove

Chair	<u>HH</u>	_____
Member	<u>ED</u>	_____
Member	<u>MSW</u>	_____

AUG 04 2025

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT

Section 1

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

Name: Jason Thompson Effective Date: 07/31/2025
Current Title: Dep Sheriff/TF Gr. Salary \$ 34.89
Title Change: Gr. Salary \$

Check as Applicable:

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

Funding: 2300 - 182 - 420150 - 111 Percent 100 New Account
 Percent Split Account

[Signature] 07/29/2025
Elected Official/Department Head Date

Section 2

Human Resources:

Note: Ken Miller 8-1-25
Director Date

H.R. Comments:

Finance:

Note: [Signature] 8-4-25
Director Date
Commissioner's Action
Approve Disapprove

Chair MM
Member [Signature]
Member [Signature]

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