



Yellowstone County Commissioners
RECEIVED

DEC 02 2025

Hire/Personnel Action Form

Employee Information

Employee
Bradley Wood

Hire Information

Position Details	Hire Req#	Job Type
Deputy Sheriff (Patrol) (MCA) (5045)	202500361	Full-Time Regular
Person ID	Job Class	Pay Rate
61280585	Deputy Sheriff (Patrol) (MCA)	\$32.23
Department	Job Class#	HireDate
Sheriff's Office	5045	1/5/26

Division
Sheriff Patrol

Comments

Funding: 2300.132.420150.111 @100 %
replaces: Katen

Approvals

HUMAN RESOURCES	Charri Victory	12/2/25 1:07 PM
FINANCE	JENNIFER JONES	12/2/25 1:11 PM

Commissioners Action
Approve Disapprove

Chair	<u>HY</u>	_____
Member	<u>MEW</u>	_____
Member	<u>B</u>	_____

Hire/Personnel Action Form

DEC 01 2025

Employee Information

Employee
Mike Buening

Hire Information

Position Details	Hire Req#	Job Type
Equipment Service Worker (C/D) (4010)	202500354	N/A
Person ID	Job Class	Pay Rate
63935608	Equipment Service Worker (C/D)	\$21.24
Department	Job Class#	HireDate
Public Works	4010	12/1/25
Division		
Road		

Comments

2110.401.430200.111 Replaces Higginbotham

Approvals

HUMAN RESOURCES	Kevin Gillen	11/26/25 2:56 PM
FINANCE	JENNIFER JONES	11/29/25 7:45 PM

Commissioners Action
Approve Disapprove

Chair		_____
Member		_____
Member		_____



Yellowstone County Commissioners
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NOV 26 2025

Hire/Personnel Action Form

Employee Information

Employee
Johnathan Prisbe

Hire Information

Position Details	Hire Req#	Job Type
Detention Officer (D) (5090)	202500314	Full-Time Regular
Person ID	Job Class	Pay Rate
63015037	Detention Officer (D)	\$24.67
Department	Job Class#	HireDate
Sheriff's Office	5090	12/1/25
Division		
Detention Facility		

Comments

Funding: 2300.136.420200.111 @ 100%
replaces: Wendling

Approvals

HUMAN RESOURCES	Kevin Gillen	11/26/25 10:56 AM
FINANCE	JENNIFER JONES	11/26/25 10:58 AM

Commissioners Action
Approve Disapprove

Chair		<u> </u>
Member		<u> </u>
Member		<u> </u>



NOV 26 2025

Hire/Personnel Action Form

Employee Information

Employee
Colton Folts

Hire Information

Position Details	Hire Req#	Job Type
Detention Officer (D) (5090)	202500314	Full-Time Regular
Person ID	Job Class	Pay Rate
56027422	Detention Officer (D)	\$24.67
Department	Job Class#	HireDate
Sheriff's Office	5090	12/1/25
Division		
Detention Facility		

Comments

Funding: 2300.136.420200.111 @ 100%
replaces: Harris

Approvals

HUMAN RESOURCES	Kevin Gillen	11/26/25 10:56 AM
FINANCE	JENNIFER JONES	11/26/25 10:58 AM

Commissioners Action
Approve Disapprove

Chair		_____
Member		_____
Member		_____



Yellowstone County Commissioners
RECEIVED

DEC 02 2025

Hire/Personnel Action Form

Employee Information

Employee
Leonard Smith

Hire Information

Position Details	Hire Req#	Job Type
Juvenile Care Worker (F) (5115)	202500369	Full-Time Regular
Person ID	Job Class	Pay Rate
64948888	Juvenile Care Worker (F)	\$25.28
Department	Job Class#	HireDate
Youth Service Center	5115	12/4/25

Comments

2399.235.420250.111 100%

Leonard will be replacing Patrick Halvorson and will be starting overnights. The offer amount includes the starting wage and the overnight differential.

Approvals

HUMAN RESOURCES	Charri Victory	12/2/25 9:14 AM
FINANCE	JENNIFER JONES	12/2/25 9:33 AM

Commissioners Action
Approve Disapprove

Chair

MM

Member

MMW

Member

[Signature]

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT

DEC 01 2025

Section 1

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

Name: Jesse Erickson Effective Date: 11/28/25
Current Title: Senior Dep Col Hq Gr. K Salary \$ 98,495.15
Title Change: _____ Gr. _____ Salary \$ _____

Check as Applicable:

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

Funding: 3301 1002 - 411100 - 111 Percent _____ New Account _____
Percent _____ Split Account _____
[Signature] 11/24/25
Elected Official/Department Head _____ Date _____

Section 2

Human Resources: _____ Finance: _____

Note: _____
Jesse Erickson 11-28-25 Jesse Erickson 11-01-25
Director _____ Date _____
Director _____ Date _____

H.R. Comments: _____
Commissioner's Action
Approve _____ Disapprove _____

Chair MM _____
Member MM _____
Member MM _____

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

DEC 01 2025

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT

Section 1

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

Name: Robyn Schierholt Effective Date: 11/19/2025
Current Title: DC Supervisor Gr. F Salary \$ 32.11
Title Change: _____ Gr. _____ Salary \$ _____

Check as Applicable:

Regular Full Time: ☒
Regular Part Time: _____

Temp Full Time: _____
Temp Part Time: _____

Seasonal Hire: _____

Replaces position _____
Name _____

New Budgeted Position _____

Other: _____

Reclassification: _____

Funding: 2000-221 - 410330 - 111 Percent 100 New Account _____
Percent _____ Split Account _____

Elected Official/Department Head _____

Date 11/25/2025

Section 2

Human Resources:

Finance:

Note: _____
Director Kim Yelen Date 11-28-25

Note: _____
Director Julianne-12-1-25 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 MM _____