



JUL 30 2026

Hire/Personnel Action Form

Employee Information

Employee
Adam Lauwers

Hire Information

Position Details	Hire Req#	Job Type
Junk Vehicle & Code	202600429	Full-Time Regular
Enforcement Manager (H)	Job Class	Pay Rate
(4090)	Junk Vehicle & Code	\$75,000.00
Person ID	Enforcement Manager (H)	Hire Date
52770962	Job Class#	8/5/26
Department	4090	
Public Works		
Division		
Junk Vehicle		

Comments

2830.414.430800111 50%
2256.407.420501111 50%
replaces M. Schieno

Approvals

HUMAN RESOURCES	Kevin Gillen	7/30/26 1:33 PM
FINANCE	JENNIFER JONES	7/30/26 1:34 PM

Commissioners Action
Approve Disapprove

Chair		_____
Member		_____
Member		_____



AUG 03 2026

Hire/Personnel Action Form

Employee Information

Employee
Ruben Rodriguez

Hire Information

Position Details Election Clerk (D) (1045)	Hire Req# 202600443	Job Type Full-Time Regular
Person ID 68016288	Job Class Election Clerk (D)	Pay Rate \$20.93
Department Elections	Job Class# 1045	HireDate 9/1/26
Division N/A		

Comments

1000.104.410600.111 replaces K. Bromenshenk

Approvals

HUMAN RESOURCES	Kevin Gillen	8/3/26 9:26 AM
FINANCE	JENNIFER JONES	8/3/26 9:53 AM

Commissioners Action
Approve Disapprove

Chair	<u>HY</u>	_____
Member	<u>KKW</u>	_____
Member	<u>JD</u>	_____



AUG 03 2026

Hire/Personnel Action Form

Employee Information

Employee
Maison Ostwald

Hire Information

Position Details	Hire Req#	Job Type
Detention Officer (D) (5090)	202600393	Full-Time Regular
Person ID	Job Class	Pay Rate
65581316	Detention Officer (D)	\$30.00
Department	Job Class#	HireDate
Sheriff's Office	5090	8/10/26

Comments

Funding: 2300.136.420200.111 @ 100%
replaces: Combs

Approvals

HUMAN RESOURCES	Kevin Gillen	8/3/26 9:26 AM
FINANCE	JENNIFER JONES	8/3/26 9:53 AM

Commissioners Action
Approve Disapprove

Chair		_____
Member		_____
Member		_____

AUG 04 2026

YELLOWSTONE COUNTY PERSONNEL ACTION REPORT

Section 1

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

Name: Malan O'Donnell **Effective Date:** 07/29/2026

Current Title: Booking Clerk Gr. 24.00 Salary \$ 24.00

Title Change: _____ Gr. _____ Salary \$ _____

Check as Applicable:

Regular Full Time: XX New Hire:

Regular Part Time: _____

Temp Full Time: _____
Temp: _____

Temp Part Time:	Termination:	XX
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Seasonal Hire: _____
 Promotion: _____
 Probationary _____

Replaces position

Name _____

New Budgeted Position

Other: _____

Reclassification:

Funding:	<u>2300</u>	-	<u>136-</u>	<u>429200</u>	-	<u>111</u>	<u>Percent 100</u>	<u>New Account</u>
	<u>-</u>	-	<u>-</u>	<u>-</u>	-	<u>-</u>	<u>Percent</u>	<u>Split Account</u>

 Elected Official/Department Head

07/29/2026 Date

Section 2

Human Resources:

Note: Sam Hla 7-31-26
Director Date

H.R. Comments:

Note: _____
Director Paul Gomer 8.4.20 Date _____

Commissioner's Action
Approve Disapprove

Chair 

Member

Member

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

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT

AUG 04 2026

Section 1

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

Name: Cody Coulter Effective Date: 07/29/2026
Current Title: Detention Officer Gr. Salary \$ 30.30
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 - 136 - 420200 - 111 Percent 100 New Account
Percent Split Account
 07/29/2026

[Signature]
Elected/Official/Department Head

Section 2

Human Resources: Finance:

Note: Ken Giller 7-31-26 Paul Gerner 8-4-26
Director Date Director Date

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

 Chair My
 Member MDW
 Member Ch

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

YELLOWSTONE COUNTY
PERSONNEL ACTION REPORT

AUG 04 2026

Section 1

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

Name: Jerral Montelongo Effective Date: 08/01/26
 Current Title: Network Specialist Gr. 30 Salary \$ 96
 Title Change: Gr. 29 Salary \$ 48

Check as Applicable:

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

Other: Remove Temporary 5% Add'l. bond

Funding: 1000 - 000 - 11546580 - 111 Percent 100% New Account
 Percent Split Account
7/29/26 Date
James J. J. J. Elected Official/Department Head

Section 2

Human Resources: Finance:

Note: James J. J. J. Director Date 7/29/26
 Commissioner's Action
 Approve Disapprove

Chair my
 Member my
 Member my

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