

FILED

OCT - 1 2019

HARDIN COUNTY
Employee Change of Status Report

HARDIN COUNTY AUDITOR

Please enter the following change(s) as of: 09-24-2019

Name: Small, Brittany

Address: Eldora, IA 50627

Department: Sheriff's Office

Position: Correctional Officer

Fund _____

Gross _____

Salary or Hourly Rate: \$17.30/hr

STATUS Full-time Permanent Part-time Temporary/Seasonal
Part-time

Reason for change:

Hired Resignation

Promotion Retirement

Demotion Layoff

Pay Increase Discharge

Leave of absence to: _____
(date)

Other:

Dates of Employment: From: 07-24-2016 To 10-01-2019

Last day of work will be: 09-26-2019

Beyond the last day of work, the employee was (or will be) paid for:

Vacation:

Comp:

Authorized by:  Date: 30 Sep 19
Elected Official or Department Head

Approved by: _____ Date: _____
Appropriate Board (If Applicable)

HARDIN COUNTY
Employee Change of Status Report

Please enter the following change(s) as of: **10-12-2019**

Name: **Rochelle Caslavka**

Address: **Iowa Falls, IA 50126**

Department: **Sheriff's Office**

Position: **Correctional Officer**

Fund _____

Gross _____

Salary or Hourly Rate: **\$15.00/hr**

STATUS () Full-time () Permanent Part-time () Temporary/Seasonal
Part-time

Reason for change:

- | | |
|---|-----------------|
| (<input checked="" type="checkbox"/>) Hired | () Resignation |
| () Promotion | () Retirement |
| () Demotion | () Layoff |
| () Pay Increase | () Discharge |

() Leave of absence to: _____
(date)

() Other:

Dates of Employment: From: To

Last day of work will be:

Beyond the last day of work, the employee was (or will be) paid for:

Vacation:

Comp:

Authorized by: _____ Date: _____
Elected Official or Department Head

Approved by: _____ Date: _____
Appropriate Board (If Applicable)

HARDIN COUNTY
Employee Change of Status Report

Please enter the following change(s) as of: 10-12-2019

Name: Maxwell Chapman

Address: Eldora, IA 50627

Department: Sheriff's Office

Position: Correctional Officer

Fund _____

Gross _____

Salary or Hourly Rate: \$15.00/hr

STATUS () Full-time () Permanent Part-time () Temporary/Seasonal
Part-time

Reason for change:

- | | |
|---|-----------------|
| (<input checked="" type="checkbox"/>) Hired | () Resignation |
| () Promotion | () Retirement |
| () Demotion | () Layoff |
| () Pay Increase | () Discharge |

() Leave of absence to: _____
(date)

() Other:

Dates of Employment: From: To

Last day of work will be:

Beyond the last day of work, the employee was (or will be) paid for:

Vacation:

Comp:

Authorized by: _____ Date: _____
Elected Official or Department Head

Approved by: _____ Date: _____
Appropriate Board (If Applicable)

HARDIN COUNTY
Employee Change of Status Report

Please enter the following change(s) as of: 10-12-2019

Name: Drew Strom

Address: Esterville, IA

Department: Sheriff's Office

Position: Jail Sergeant

Fund _____

Gross _____

Salary or Hourly Rate: \$21.74/hr

STATUS Full-time Permanent Part-time Temporary/Seasonal
Part-time

Reason for change:

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> Hired | <input checked="" type="checkbox"/> Resignation |
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Retirement |
| <input type="checkbox"/> Demotion | <input type="checkbox"/> Layoff |
| <input type="checkbox"/> Pay Increase | <input type="checkbox"/> Discharge |

Leave of absence to: _____
(date)

Other:

Dates of Employment: From: 12-27-18 To 10-12-2019

Last day of work will be: 10-12-2019

Beyond the last day of work, the employee was (or will be) paid for:

Vacation:

Comp:

Authorized by: _____ Date: _____
Elected Official or Department Head

Approved by: _____ Date: _____
Appropriate Board (If Applicable)

Drew Strom, Correctional Sgt.
532 W 9th St N
Estherville, IA 51334

10/3/19

Nick Whitmore, Hardin County Jail Administrator.
Hardin County Sheriff's Department
1116 14th Ave
Eldora, IA 50627

Please accept this letter as my formal letter of resignation from the position of Correctional Sergeant for the Hardin County Sheriff's Department. My last day of employment will be the 12th of October 2019.

Thank you for the opportunity to work for this agency. I have Sincerely enjoyed working for the Hardin County Sheriff's Department, however, in the best interests of my career, I have made a commitment to another Department. Please know that it is my intention to work diligently with you for the remaining two weeks to make my resignation as smooth as possible. I would also like to remain employed with the Hardin County Sheriff's Department as a part time transport officer if possible.

Finally, if there is anything, I can do to ensure a smooth and efficient handover, please do not hesitate to let me know.

I wish the very best for this agency and I look forward to working with you in the future.

Thank you again.

Sincerely

A handwritten signature in black ink, appearing to read 'Drew Strom', with a long horizontal flourish extending to the right.

Sgt Drew Strom.