



## County Administrator

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Interim County Administrator  
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### MEMO

TO: Cass County Commissioners  
FROM: Darrell Vanyo, Interim County Administrator  
DATE: February 14, 2017  
SUBJECT: County Administrator – Probationary Period

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The board discussed a 12-month probationary period as part of the job offer to Robert Wilson, after which time, the commission could consider a salary increase. The plan is to send the Position Analysis Questionnaire (PAQ) for this position to Fox Lawson for review since the new hierarchal structure was recently approved by the board and was not included in the PAQ previously sent to our salary consultants.

#### SUGGESTED MOTION:

Move to approve a \_\_\_\_ % minimum increase in salary after one year based upon a satisfactory job performance and is appropriate based on the salary classification.

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