

Commissioners Minutes

April 17, 2025 – 2:33 p.m. to 2:40 p.m.

ACTION ITEM: CONSIDER RESOLUTION ADOPTING CHANGES TO THE TITLE, GRADE, AND JOB DESCRIPTION OF ONE POSITION AT THE CANYON COUNTY FAIR

Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek

Fair Director Diana Sinner

HR Director Marty Danner

Constituent Services Director Aaron Williams

IT Development Manager Steve Webb

Deputy Clerk Monica Reeves



ACTION ITEM: CONSIDER RESOLUTION ADOPTING CHANGES TO THE TITLE, GRADE, AND JOB DESCRIPTION OF ONE POSITION AT THE CANYON COUNTY FAIR

The Board met today at 2:33 p.m. to consider a resolution adopting changes to the title, grade, and job description of one position at the Canyon County Fair. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Fair Director Diana Sinner, HR Director Marty Danner, Constituent Services Director Aaron Williams, IT Development Manager Steve Webb, and Deputy Clerk Monica Reeves. Director Sinner said the fair has traditionally had an office coordinator position, but the position became vacant last March and at that time they held off filling the position until after the fair mainly because another employee wanted to take on some responsibility, and she has done a wonderful job. She said there are gaps are mainly in the communications and community outreach areas because the department does not have enough capacity to take that on that right now so they are asking to change the office coordinator job title to communications coordinator. The office coordinator was budgeted for mid-point of grade 12 and HR recommended a grade of 13, and the department has sufficient budget due to vacancy to absorb the difference. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to approve and sign the resolution adopting changes to the title, grade, and job description of one position at the Canyon County Fair as presented. (Resolution No. 25-071.) Director Danner noted that hiring climate has been tough, but R is doing their best to work with those who have open positions to find candidates. The meeting concluded at 2:40 p.m. An audio recording is on file in the Commissioners' Office.