

**Mobile County Personnel Board Agenda**  
**25 – 2<sup>ND</sup> Addendum of the Board**  
**Tuesday, February 4, 2025 – 1:00p.m.**

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|----|-------------------|------|
| 1. | Board Action Item | Vote |
|----|-------------------|------|
- Mobile County Probate Court
- A. Adoption of the classification of Chief of Staff - Probate Court,
  - B. Adoption of the attached specification for the classification of Chief of Staff - Probate Court,
  - C. Adoption of Salary Grade 26 for the classification of Chief of Staff - Probate Court,
  - D. Creation of one (1) position of Chief of Staff - Probate Court,
  - E. Adoption of the classification of Elections/Records/Archives Administrator - Probate Court,
  - F. Adoption of the attached specification for the classification of Elections/Records/Archives Administrator - Probate Court,
  - G. Adoption of Salary Grade 25 for the classification of Elections/Records/Archives Administrator - Probate Court,
  - H. Creation of one (1) position of Elections/Records/Archives Administrator - Probate Court,
  - I. Adoption of the classification of Judicial Administrator - Probate Court,
  - J. Adoption of the attached specification for the classification of Judicial Administrator - Probate Court,
  - K. Adoption of Salary Grade 25 for the classification of Judicial Administrator - Probate Court,
  - L. Creation of one (1) position of Judicial Administrator - Probate Court.
  - M. Adoption of the classification of Court Reporter III,
  - N. Adoption of the attached specification for the classification of Court Reporter III,
  - O. Adoption of Salary Grade 23 for the classification of Court Reporter III,
  - P. Creation of one (1) position of Court Reporter III,
  - Q. Approval to blanket in the employees currently serving in these positions as outlined in the submitted documentation as follows:
    - 1. One (1) position of Chief of Staff - Probate Court,
    - 2. One (1) position of Elections/Records/Archives Administrator - Probate Court,
    - 3. One (1) position of Judicial Administrator - Probate Court,
    - 4. One (1) position of Court Reporter III.