Harrison County Commission

Special Meeting

Thursday, May 28, 2026

8:45 A.M.

The Harrison County Commission Meeting is held on the 3rd floor of the Harrison County General Services Building (229 South 3rd St.), if you are unable to attend in person, you may join and listen via Zoom Conference Call by the following steps. Public participation will only be allowed during public comment period and/or scheduled appointments.

Join Zoom Meeting

****

https://us02web.zoom.us/j/7628160712

Dial: 1-646-568-7788

Meeting ID: 762 816 0712

Passcode: 26301

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Payroll Change Notices:**
   - **A.** Travis Allen – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **B.** Reese Bennett – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **C.** Hannah Burnett – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **D.** Carter Cobb – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **E.** Isabel Mines – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **F.** Brianna Myers – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **G.** Megan Ruppert – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **H.** Jordan Shaver – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **I.** Lisa Taylor – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **J.** Noel Vasquez – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026
   - **K.** Alexander Ward – Parks – Part-time Summer Camp Counselor – Effective May 22, 2026

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
5/22/26		- -

NAME	ADDRESS
TRAVIS ALLEN	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	LOST CREEK	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☑ DEPARTMENT	NEW	900
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

☑ HIRED
☐ RE-HIRED
☐ PROMOTION
☐ DEMOTION
☐ TRANSFER
☐ MERIT INCREASE
☐ WAGE SCALE CHANGE
☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)

☐ PROBATIONARY PERIOD COMPLETED
☐ LENGTH OF SERVICE INCREASE
☐ RE-EVALUATION OF EXISTING JOB
☐ RESIGNATION
☐ RETIREMENT
☐ LAYOFF
☐ DISCHARGE

TYPE OF LEAVE _____

☐ OTHER (Explain) P/T SUMMER CAMP COUNSELOR 6/1 - 7/25

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 5/22/26
HUMAN RESOURCES MANAGER	DATE

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PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
5/22/26		___-___-____

NAME	ADDRESS
REESE BENNETT	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	CLARKSBURG	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☒ DEPARTMENT	NEW	900
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

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☐ RE-HIRED
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☐ DEMOTION
☐ TRANSFER
☐ MERIT INCREASE
☐ WAGE SCALE CHANGE
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☐ LAYOFF
☐ DISCHARGE

TYPE OF LEAVE _____

☐ OTHER (Explain) P/T SUMMER CAMP COUNSELOR 6/1 - 7/25

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PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
5/22/26		| | |-| | |-| | | | |

NAME	ADDRESS
HANNAH BURNETT	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	CLARKSBURG	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☑ DEPARTMENT	NEW	900
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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- ☒ RE-HIRED
- ☐ PROMOTION
- ☐ DEMOTION
- ☐ TRANSFER
- ☐ MERIT INCREASE
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TYPE OF LEAVE _____

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PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
5/22/24		| | | -| | | -| | | | |

NAME	ADDRESS
CARTER COBB	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	CLARKSBURG	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☑ DEPARTMENT	NEW	900
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

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TYPE OF LEAVE _____

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PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
5/22/26		| | |-| | |-| | | | |

NAME	ADDRESS
ISABEL MINES	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	CLARKSBURG	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☑ DEPARTMENT	NEW	900
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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☐ RE-HIRED	☐ LENGTH OF SERVICE INCREASE
☐ PROMOTION	☐ RE-EVALUATION OF EXISTING JOB
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5/22/26		| | |-| | |-| | | | |

NAME	ADDRESS
BRIANNA MYERS	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	CLARKSBURG	900	

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☑ DEPARTMENT	NEW	900
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

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5/22/24		| | |-| | |-| | | | |

NAME	ADDRESS
MEGAN RUPPERT	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	SALEM	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☒ DEPARTMENT	NEW	900
☐ JOB		
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☐ RATE		
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5/22/26		| | | -| | | -| | | | |

NAME	ADDRESS
JORDAN SHAVER	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	SHINNSTON	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☒ DEPARTMENT	NEW	900
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PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
5/22/26		| | |-| | |-| | | | |

NAME	ADDRESS
LISA TAYLOR	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	CLARKSBURG	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☒ DEPARTMENT	NEW	900
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5/22/26		| | |-| | |-| | | | |

NAME	ADDRESS
NOEL VASQUEZ	BRIDGEPORT

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		900	

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☑ DEPARTMENT	NEW	900
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☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
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☐ OTHER _____		

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5/22/26		| | |-| | |-| | | | |

NAME	ADDRESS
ALEXANDER WARD	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	SHINNSTON	900	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☑ DEPARTMENT	NEW	900
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☐ SHIFT		
☐ RATE		
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