

*Not in Minutes*

*Admin.  
Orders  
(new)*

MAR 4 REC'D

ADMINISTRATIVE ORDER NO. 75-1  
OF THE  
BOARD OF COUNTY COMMISSIONERS  
JEFFERSON COUNTY, ALABAMA

February 11, 1975

PURSUANT TO the authority vested in the Board of County Commissioners by the Code of Alabama, the following Administrative Order is hereby issued:

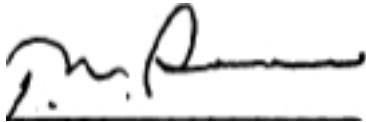
PURPOSE

To centralize the Electronic Data Processing functions of the County Government in order to obtain maximum efficiency and economy of operations.

1. A Department of Data Processing is herein created and established and shall be organized and staffed in accordance with Chart No. 3
2. The Division of Data Processing, Office of the County Comptroller. is hereby abolished. The staff and functions of the Division are transferred to the Department of Data Processing.
3. The functions and staff of electronic data processing in the Tax Assessors Office in Birmingham and Bessemer (3 keypunch operators, 1 programmer) are hereby abolished and the positions and staff are transferred to the Data Processing Department of Jefferson County.
4. The functions and staff of electronic data processing in the Board of Registrars (3 keypunch operators, 1 computer operator) are hereby abolished and the positions and staff are transferred to the Data Processing Department of Jefferson County.
5. The functions and staff of electronic data processing in the Department of Revenue (4 keypunch operators, 1 data processing supervisor, 1 programmer, 1 computer operator, 1 data processing operator) are hereby abolished and positions and staff are transferred to the Data Processing Department of Jefferson County.
6. The functions and staff of electronic data processing in the Probate Court (1 data processing operator) are hereby abolished and the positions and staff are transferred to the Data Processing Department of Jefferson County.

7. The functions and staff of electronic data processing in the Tax Collectors Office (1 senior programmer, 1 programmer) are hereby abolished and the positions and staff are transferred to the Data Processing Department of Jefferson County.
8. The functions and staff of electronic data processing In Court Management (1 systems analyst) are hereby abolished and the positions and staff are transferred to the Data Processing Department of Jefferson County.
9. The Head of the Department of Data Processing shall immediately upon the effective date of this order assume authority and the responsibility for directing the work of the foregoing staffs.

ORDERED at the County Courthouse, Jefferson County, Alabama. to be effective the let day of March, 1975.



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Tom Gloor  
Commission President

