

Amanda Arcabascio

From: Amanda Arcabascio
Sent: Thursday, October 31, 2024 1:44 PM
To: Tiffany Laird; Samantha Bryan
Cc: Samantha Spain; Michael Gainey; Buddy Burgess
Subject: RE: PTO

Yes, we will key the prior payroll correction below on the 11/8/2024 payroll.

Key -1.00 RG hour (Pay Code# 105) on 10/9/2024
Key +1.00 PTO hour (Pay Code# 302) on 10/9/2024

Thanks,
Amanda

From: Tiffany Laird <tiffany.laird@mywaltonfl.gov>
Sent: Tuesday, October 29, 2024 8:32 AM
To: Amanda Arcabascio <AmandaA@waltonclerk.com>; Samantha Bryan <samanthab@waltonclerk.com>
Cc: Samantha Spain <samantha.spain@mywaltonfl.gov>
Subject: FW: PTO

See email below. Let me know if I need to do anything.

Thanks,



TIFFANY LAIRD
HRIS Specialist

☎ 850-892-8586
✉ tiffany.laird@mywaltonfl.gov
📍 45 North 6th Street
DeFuniak Springs, FL 32433

Walton County Board of County Commissioners

From: Samantha Spain <samantha.spain@mywaltonfl.gov>
Sent: Tuesday, October 29, 2024 8:28 AM
To: Tiffany Laird <tiffany.laird@mywaltonfl.gov>
Subject: FW: PTO

Tiffany,

Please see the below request.

Kindest Regards,

Samantha Spain
Human Resources Generalist

Walton County Board of County Commissioners
45 N 6th Street
DeFuniak Springs, FL 32435
Phone: (850) 892-8586 ext.1434
<https://www.co.walton.fl.us/>
samantha.spain@mywaltonfl.gov

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HOW DID WE DO? In order to assist us in providing the highest level of Customer Service, please take the time to complete our short survey. [Walton County Customer Satisfaction Survey](#)

From: Michael Gainey <Michael.Gainey@mywaltonfl.gov>
Sent: Tuesday, October 29, 2024 8:24 AM
To: Samantha Spain <samantha.spain@mywaltonfl.gov>
Subject: FW: PTO

Can someone make this correction for Buddy's PTO?

From: Buddy Burgess <Buddy.Burgess@mywaltonfl.gov>
Sent: Tuesday, October 29, 2024 7:06 AM
To: Michael Gainey <Michael.Gainey@mywaltonfl.gov>
Subject: PTO

I mistakenly did not put 1 hour of PTO on my timesheet for 10/9. Please let me know what I need to do to correct this.

Thank you,

Buddy