

**MEMORANDUM**

TO: Susan Speckert, Commissioner
Department of Law

FROM: Alisha Lyle, Administrative Specialist Principal
Division of Human Resources

DATE: November 25, 2019

RE: Summary of Information from the Mayor
(Council Meeting – December 3, 2019)

CLASSIFIED CIVIL SERVICE ACTING APPOINTMENT

Lisa McFadden, Deputy Director of Administrative Services, Grade 527E, \$2,995.36 biweekly in the Division of Water Quality, effective December 2, 2019.

RESIGNATIONS

Name	Job Title	Dept. or Division	Grade	Term Date
Allen, Jeffrey	Traffic Signal Technician Sr	Traffic Engineering	515N	2019-11-06
Bourne, Shyla	Administrative Specialist Sr	Law	516N	2019-11-01
Andrews, Tiffiany	Corrections Recruit	Community Corrections	109N	2019-11-01
Caldwell, Zachary W	Fire Recruit	Fire	310N	2019-10-31
Warinner, Joshua R	Corrections Recruit	Community Corrections	109N	2019-11-07

TERMINATIONS

Name	Job Title	Dept. or Division	Grade	Term Date
Duff, Jennifer	Telecommunicator	Enhanced 911	514N	2019-11-19

