



**MEMORANDUM**

**TO:** Janet Graham, Commissioner  
Department of Law

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

**DATE:** September 21, 2017

**RE:** Summary of Personnel Actions for Resolutions  
(Council Meeting – September 28, 2017)

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The following have been approved by the Mayor and are hereby submitted for Council approval:

**PROBATIONARY CLASSIFIED CIVIL SERVICE APPOINTMENTS**

Donnie Salmons, Telecommunicator Sr., Grade 517N, \$26.025 hourly in the Division of Emergency Management/E911, effective October 16, 2017.

Alex Carpenter, Telecommunicator Sr., Grade 517N, \$21.729 hourly in the Division of Emergency Management/E911, effective October 16, 2017.

Jada Griggs, Industrial Hygiene/Loss Control, Grade 520E, \$2,238.48 biweekly in the Division of Risk Management, effective October 16, 2017.



Eric Reid, Administrative Specialist Sr., Grade 516N, \$19.350 hourly in the Division of Youth Services, effective October 16, 2017.

Kenzie Gleason, Administrative Officer, Grade 523E, \$2,606.56 biweekly in the Division of Planning, effective October 16, 2017.

**PERMANENT CIVIL SERVICE APPOINTMENTS**

Michael Thomas, Project Manager, Grade 517N, \$24.752 hourly in the Division of Streets and Roads, effective September 6, 2017.

Omer Cowherd, Public Service Supervisor, Grade 514N, \$20.176 hourly in the Division of Streets and Roads, effective September 6, 2017.

John Cornett Jr., Enforcement Officer, Grade 513N, \$18.456 hourly in the Division of Waste Management, effective October 3, 2017.

Serenity Wright, Accreditation Manager, Grade 521E, \$2,314.64 biweekly in the Division of Police, effective September 20, 2017.

Wendy Jett, Recreation Supervisor, Grade 514E, \$1,720.00 biweekly in the Division of Aging and Disability Services, effective September 6, 2017.

**CLASSIFIED CIVIL SERVICE COUNCIL LEAVE**

Richard Thomas, Public Service Worker, Grade 507N, in the Division of Waste Management, beginning October 3, 2017 through December 31, 2017.

