



**MEMORANDUM**

TO: Susan Speckert, Commissioner  
Department of Law

FROM: Alana Morton, Administrative Specialist Principal  
Division of Human Resources

DATE: November 30, 2023

RE: Summary of Personnel Actions for Resolutions  
(Council Meeting – December 5, 2023)

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

**PERMANENT CLASSIFIED CIVIL SERVICE APPOINTMENTS**

Kaleigh Scofield, Accounts Payable Assistant, Grade 510N, \$17.213 hourly in the Division of Accounting, effective November 22, 2023.

Isaiah Smith, Public Service Worker Sr., Grade 510N, \$19.754 hourly in the Division of Streets and Roads, effective November 5, 2023.

Judith Cox, Assistant Records Custodian, Grade 514N, \$22.241 hourly in the Department of Public Safety, effective October 10, 2023.

Ryan Combs, Grants Compliance Officer Sr., Grade 519N, \$28.698 hourly in the Division of Grants and Special Programs, effective November 22, 2023.

Ersula Killens, Administrative Specialist Principal, Grade 520N, \$29.997 hourly in the Division of Grants and Special Programs, effective November 8, 2023.

