

**APRIL 20, 2021**

**PERSONNEL REPORT**

**Ralph Strano, Chairman**

**Barry Javick, Member**

**Lisa Ormon, Member**

1. Office of the Tax Assessor:
  - a. Amending the starting salary of Tanasia Bailey as Clerk 1 from \$34,458.00 to \$34,548.00 effective April 19, 2021.
2. Department of Community Services:

Division of Public Works:

  - a. Approval of the transfer of Harry Martinez, currently a Laborer 1 Tier 2 at Buildings and Grounds, to Public Works permanently due to a Laborer Vacancy.
  - b. Approve the posting for the position of Laborer 1 Tier 2 to backfill retirements.
3. Board of Health:
  - a. Approve the posting of the position of Health Officer, the salary range being \$117,530.00 to \$147,582.00.
4. Mayor's Office:
  - a. Approve the posting for the position of City Business Administrator, the salary range being \$85,000.00 to \$150,000.00.
  - b. Approve the posting for a part time position Clerk I in the Division of Constituent Services at the rate of \$15.00 per hour.
5. Personnel Division:
  - a. FMLA:

Employee ID# 090894 intermittent leave for the period 3/25/21-3/25/22  
Employee ID# 100325 intermittent leave for the period 3/3/21-3/3/22  
Employee ID# 909723 continuous for the period 12/23/20-2/15/21  
Employee ID# 980 intermittent leave for the period 2/1/21-1/31/22
6. Recreation:
  - a. Approval of the Seasonal List on file in the Clerk's office.
7. Municipal Court:
  - a. Amending the hire date of Latoya Boyd, Full-Time Clerk 1 to March 22, 2021.
  - b. Amending the hire date of Denise Theuret, Part-Time Clerk 1 to March 22, 2021 and not to exceed 25 hours per week.
  - c. Amending the hire date of Zakiya Brown, Part-Time Clerk 1 to March 25, 2021 and not to exceed 25 hours per week.
  - d. Rescinding the hiring of Part-Time Clerk 1 Javier Marca.
  - e. Inter-Department permanent transfer of Laura Lee Wade as a Part-Time Clerk 1, not to exceed 25 hours per week, effective April 21, 2021.