



Agenda Report

File #: 19-0888

AGENDA REPORT REQUEST FOR CITY COUNCIL ACTION

DATE: 10/16/2019

TO: Honorable Mayor and City Council Members

FROM: Administrative Services Department

SUBJECT:
City Council to receive and file Personnel Report.

RECOMMENDED ACTION:

That the City Council receive and file the Personnel Report for employee updates and recruitment transactions.

ANALYSIS:

The Personnel Report includes the employee updates and recruitments noted below. These transaction types are reported to Council for informational purposes each meeting to enhance transparency. The report includes new activity only since the previous meeting. The employee updates in the Personnel Report include full-time appointments, full-time promotions, and retirements. The recruitment activity portion of the report includes both open/competitive recruitments as well as internal/promotional recruitments.

Full-Time Appointments

<i>Employee Name</i>	<i>Department</i>	<i>Position</i>	<i>Pay Range</i>	<i>Effective Date</i>
Campbell, Jameson	Fire Department	Firefighter Trainee	\$5,406- \$6,599	September 16, 2019
Macias, Brian	Fire Department	Firefighter Trainee	\$5,406- \$6,599	September 16, 2019
Munoz, Ruben	Fire Department	Firefighter Trainee	\$5,406- \$6,599	September 16, 2019
Nakamoto, Joshua	Police Department	Police Officer II	\$6,373- \$7,780	September 23, 2019

Full-Time Appointments (Continued)

<i>Employee Name</i>	<i>Department</i>	<i>Position</i>	<i>Pay Range</i>	<i>Effective Date</i>
Rausa, Bryce	Fire Department	Firefighter Trainee	\$5,406- \$6,599	September 16, 2019

Retirements - None

Full-Time Promotions

<i>Employee Name</i>	<i>Department</i>	<i>Position</i>	<i>Pay Range</i>	<i>Effective Date</i>
Barron, Alexis	Police Department	Police Records Technician I Flex	\$2,730 - \$3,332	September 14, 2019
Gutierrez, Alberto	Police Department	Police Corporal	\$6,699 - \$8,178	September 14, 2019
Vaiaoga, Nayse	Information Technology	Data Scientist	\$7,780 - \$9,498	September 14, 2019

Open/Competitive Recruitments

<i>Position</i>	<i>Department</i>	<i>Position Type</i>	<i>Open Date</i>	<i>Closing Date</i>
Accounting Technician II/III	Administrative Services	Full-Time	October 4, 2019	October 18, 2019
Office Manager	Community Development	Full-Time	July 31, 2019	Continuous/ October 2, 2019
Safety Manager	Administrative Services	Full-Time	October 3, 2019	October 31, 2019

Internal/Promotional Recruitments

<i>Position</i>	<i>Department</i>	<i>Position Type</i>	<i>Open Date</i>	<i>Closing Date</i>
Property Administrator	Police Department	Full-Time	September 30, 2019	October 10, 2019

COMMITTEE ACTION:

Not applicable.

STRATEGIC PLAN:

Not applicable.

FISCAL IMPACT:

Not applicable.

ENVIRONMENTAL ANALYSIS:

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Environmental review is not required. The proposed actions are not a project under the California Environmental Quality Act.

PREPARED BY: EDELIA EVELAND, HUMAN RESOURCES MANAGER

REVIEWED BY: KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR

REVIEWED BY: MICHELE NISSEN, ASSISTANT CITY MANAGER

SUBMITTED BY: MITCHELL LANSDELL, INTERIM CITY MANAGER