



## Agenda Report

File #: 20-0017

### AGENDA REPORT REQUEST FOR CITY COUNCIL ACTION

DATE: 01/15/2020

TO: Honorable Mayor and City Council Members

FROM: Management 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>Monthly Pay Range</i>	<i>Effective Date</i>
DeVoe, Marcus	Department of Water and Power	Utility Service Worker I Flex	\$3,332 - \$4,068	November 26, 2019
Ellis, Jacob	Management Services	City Manager	Flat Rate- \$20,782	November 25, 2019
Michel, Christopher	Fire Department	Firefighter Trainee	\$5,406 - \$6,599	December 3, 2019

**Full-Time Appointments (Continued)**

<i>Employee Name</i>	<i>Department</i>	<i>Position</i>	<i>Monthly Pay Range</i>	<i>Effective Date</i>
Pablo, Wendel	Fire Department	Firefighter Trainee	\$5,406 - \$6,599	December 3, 2019
Perez, Hannah	Police Department	Public Safety Dispatcher I Flex	\$4,068 - \$4,966	December 8, 2019
Tenebaum, Austin	Department of Water and Power	Department of Water and Power Administrative Clerk	\$2,422 - \$2,956	December 9, 2019
Velasco, Jonathan	Police Department	Police Officer Trainee	\$3,627 - \$4,428	December 18, 2019
Walk, Robert	Maintenance Services	Building/Facilities Maintenance Technician	\$3,503 - \$4,276	November 25, 2019
Whitworth, Quincey	Fire Department	Firefighter Trainee	\$5,406 - \$6,599	December 3, 2019
Wilson, Melissa	Police Department	Public Safety Dispatcher I Flex	\$4,068 - \$4,966	December 7, 2019

**Full-Time Promotions - None****Retirements**

<i>Employee Name</i>	<i>Department</i>	<i>Position</i>	<i>Years of Service</i>	<i>Last Day on Payroll</i>
Fortney, Diana	Police Department	Public Safety Dispatcher II Flex	17	December 3, 2019
Nelson, Nelson	Public Works	Public Works Director	11	December 2, 2019
Wood, Bryan	Police Department	Police Detective	28	December 20, 2019

Open/Competitive Recruitments

<i>Position</i>	<i>Department</i>	<i>Position Type</i>	<i>Open Date</i>	<i>Closing Date</i>
Assistant City Manager	Management Services	Full-Time	December 18, 2019	January 31, 2020
Chief Talent Officer	Management Services	Full-Time	December 30, 2019	January 31, 2020
Firefighter Trainee/ Firefighter/Paramedic Trainee	Fire Department	Full-Time	December 19, 2019	January 31, 2020
Fleet Technician I/II Flex	Department of Water and Power	Full-Time	December 9, 2019	Continuous
Maintenance Technician I Flex	Department of Water and Power	Full-Time	December 9, 2019	Continuous
Police Officer I/II Lateral	Police Department	Full-Time	December 17, 2019	Continuous

Internal/Promotional Recruitments

<i>Position</i>	<i>Department</i>	<i>Position Type</i>	<i>Open Date</i>	<i>Closing Date</i>
Fire Engineer	Fire Department	Full-Time	December 20, 2019	December 31, 2019
Senior Public Safety Dispatcher	Police Department	Full-Time	December 23, 2019	January 2, 2020

**COMMITTEE ACTION:**

Not applicable.

**STRATEGIC PLAN:**

Not applicable.

**FISCAL IMPACT:**

Not applicable.

**ENVIRONMENTAL ANALYSIS:**

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

**SUBMITTED BY:** JACOB ELLIS, CITY MANAGER