

PERSONNEL AGENDA - NEW HIRES, SEPARATIONS & CHANGES

BI-WEEKLY COMMISSIONERS MEETING of March 19, 2025

Prepared by: Heather Lambert, Director of Human Resources
 COPIES TO: J. Christy, D. Parker, S. Laverdure & Fiscal

Hiring and firing decisions for employees in offices headed by elected officials are solely decided by the respective elected official.

FIRST NAME	DEPARTMENT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Almeida, Nilmar	Career Link	Laborer	3/24/25	New Hire
Getz, Makenzie	Career Link	Laborer	3/17/25	New Hire
Wilson, Darius	Career Link	Laborer	3/24/25	New Hire
Alvarado, Juan	C&Y	35 Caseworker II	3/24/25	Rehire
Coney, DeWayne	C&Y	25 SSA II	3/17/25	New Hire/Replacement
Washenik, William	C&Y	12 Fiscal Officer II	3/24/25	New Hire/Replacement
Isaac, Shakeya	District Justices	7 Technical Floater	3/24/25	New Hire/Replacement
Ozgun, Fikriye	District Justices	10 Advanced Tech 43-4-01-Levy-MS/DWG/Smith	3/24/25	New Hire/Replacement
Miller, Susan	Maintenance	1 Tradesworker I	3/10/25	Did Not Start
Senholzi, Ryan	Pretrial Services	7 Pretrial Officer Trainee	3/31/25	New Hire/Replacement
VanBlarcom, Nicole	Prothonotary	4 Records Technician	3/17/25	New Hire/Replacement

SEPARATIONS:				
Cole, Annalise	Aging	35 Care Mgr 2	3/28/25	Resigned
King, Cynthia	Commissioners	12 Board of Comm Admin Secretary	11/8/24	End of assignment
Warner, Tracey	Domestic Relations	7 Office Assistant Sr	3/7/25	Resigned
Arner, Kathy	Jury Management	Tipstaff/Crier	2/28/25	Resigned
Fouda, Gail	Sheriff	5 Administrative Coordinator	3/28/25	Retired

CHANGES:				
Robson, Lance	C&Y	33 Casw I	5/9/25	Probation Extension (60 days 5/9/25)
Bush, Samara	Courts	16 Court Recorder & Transcriptionist	3/3/25	Probation Complete
Clase, Yessica	Correctional Facility	CO II	2/26/25	Correct Date- Probation Complete
Darab, Dwayne	Correctional Facility	CO II	1/22-4/2/25	Correct and Extend LOA Dates
Henning, Aquila	Correctional Facility	CO II	2/26/25	Correct Date- Probation Complete
Holt, Brittney	Correctional Facility	CO II	2/28-3/21/25	Extend LOA
Jenkins, Laquan	Correctional Facility	CO II	2/18-5/18/25	LOA
Lantigua, Frank	Correctional Facility	CO II	1/14-3/6/25	Extend LOA
Procak, Peter	Correctional Facility	CO II	2/26/25	Correct Date- Probation Complete
Ortiz, Diana	Correctional Facility	CO II	2/26/25	Correct Date- Probation Complete
Jackson, Daris	District Attorney	22 Assistant DA	1/10-2/27/25	LOA
Martin, Sarah	District Justices	7 Technician 43-4-01-Levy-MS/DWG/Smith	3/3/25	Probation Complete
Kiefer, Jennifer	Prothonotary/Clerk of Courts	8 COC Records Technician	2/14-5/14/25	LOA
Tompkins, Deborah	Prothonotary/Clerk of Courts	4 Records Technician (P)	3/10/25	Correct Grade and Title
DeMatteo, Danielle	Public Defender	5 Legal Secretary	3/16/25	Probation Complete
Hernandez, Andrew	Sheriff	17 Deputy Sheriff	3/4/25	Probation Complete
Weitzel, Kaytlyn	Sheriff	9 Real Estate Civil Court Clerk	2/5-3/6/25	LOA
Ackerman, Dawn	Voter Registration	6 Administrative Coordinator	3/10/25	Correct Name
Bechtold, Trina	Voter Registration	8 Data Entry Clerk	5/2/23	18 hrs to 20 hrs
Nelson, Richele	Voter Registration	12 Admin Coordinator	2/5/25	Probation Complete

MISCELLANEOUS:				
Downgrade 10 Emergency Preparedness Planner to Grade 8 upon vacancy per Archer.				
Downgrade 9 Corrections Counselor to Grade 7 upon vacancy per Archer.				
Correct the grade for the vacant 11 Program Manager Intake position in C&Y to a Grade 12 effective 3/10/25				
Adopt the revisions to the Pension policy to clarify Military LOAs and Intervening Military Service effective 1/1/25				
Adopt the revisions to the Longevity policy per the Commissioners decision to pay Residual Longevity in a Lump Sum effective 1/1/25				
Adopt the new Religious Accommodation policy effective 3/1/25				
Adopt the following policy revisions effective per the Commissioners decision to eliminate Compensatory time effective 1/1/25				
Compensatory Time				
Overtime				
Volunteer Work				
Adopt the following policy revisions to align with the change of Leave of Absence vendor to Absence Plus effective 2/17/25				
Disability				
FMLA				
General Leave Policies				
Military Leave				