

PERSONNEL AGENDA - NEW HIRES, SEPARATIONS & CHANGES

BI-WEEKLY COMMISSIONERS MEETING of December 18, 2024

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.

NAME:	DEPARTMENT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Carol Luthar	Conservation	21 Envir Educ Coor	1/6/25	New Hire/Replacement
Christina Davidson	Domestic Relations	10 Intake & Locate Specialist	12/23/24	Offer Declined
Robert Heeter	Domestic Relations	17 Investigator/DR	12/30/24	New Hire/Replacement
Greg Christine	Tax Assessment	Auxiliary Board Member - Alternate	1/1/25	New Appointment/Replacement

SEPARATIONS:				
Drew Wagner	Conservation	26 Hydraulic Engineer	12/31/24	Resigned
Bonita White	Correctional Facility	7 Office Asst Sr PT	12/12/24	Resigned
Charlie Silverio	Correctional Facility	CO II	12/16/24	Resigned
Tyrone Wright	Correctional Facility	CO II	12/10/24	Retired
Wanda Rivera	Correctional Facility	CO II	12/10/24	Retired
Jennifer Condron	District Justices	7 Technician - 43-4-02 - Riley - Bar/Par/Pri/Mt Poc	12/13/24	Resigned
Kenyatta Smartt	Fiscal Affairs	13 Acct Tech Fiscal	12/31/24	Resigned
Debra Miller	Maintenance	4 Custodian Sr	12/6/24	Retired
Mary Chodkiewicz	Tax Assessment	Auxiliary Board Member - Alternate	11/28/24	Resigned

CHANGES:				
Amanda Van Dunk	Children and Youth	35 Casw 2	12/30/24	PT to FT
Amber Gross	Children and Youth	35 Casw 2	9/11/24	975 Hrs Complete
Diana Brown	Children and Youth	37 Casw 3	11/29-12/1/24	Extend LOA
Megan McDonnell	Children and Youth	37 Casw 3	12/16/24	Promotion
Tamika Peace	Children and Youth	35 Casw 2	11/15/24	975 Hrs Complete
Cecil Johnson	Correctional Facility	CO II	12/1/24-1/8/25	Extend LOA
Edwin Altamirano	Correctional Facility	CO II	11/20/24-5/19/25	Intermittent LOA
Eric Whiteman	Correctional Facility	CO II	12/16/24	Temp Re-assignment - 1st Shift
George Bella	Correctional Facility	CO II	12/16/24	Temp Re-assignment - 1st Shift
Gerald Cox	Correctional Facility	CO II	11/5/24-1/20/25	LOA
Kristijan Frank	Correctional Facility	CO II	12/11-1/3/25	Extend LOA
Laquan Jenkins	Correctional Facility	CO II	12/10/24-6/9/25	Intermittent LOA
Luciano Frias	Correctional Facility	CO II	12/16/24	Temp Re-assignment - 1st Shift
Peter Nunez	Correctional Facility	18 Asst Bldg Maintenance Supv	12/23/24	Promotion
Silvia Kofler	Correctional Facility	CO II	7/20/24-1/20/25	LOA
Stephen Wilson	Correctional Facility	CO II	11/1-12/27/24	LOA
Tara Doyle	Correctional Facility	CO II	11/5-12/17/24	LOA
Terez Williams	Correctional Facility	CO II	11/30-12/6/24	LOA
Terez Williams	Correctional Facility	CO II	12/16/24	Temp Re-assignment - 1st Shift
Vincent Stasulli	Correctional Facility	CO II	11/3/24-5/2/25	Intermittent LOA
Vito LaNeve	Correctional Facility	21 Bldg Maint Suprv	12/23/24	Promotion
Ellen DeMaio	Courts	23 Deputy Court Administrator	12/3/24	Probation Complete
Jessica Muehleisen	Courts	20 Admin Assistant President Judge	12/3/24	Probation Complete
Jenny Nino-Bonilla	District Justices	7 Technician - 43-2-01 - Anzini - Stbg Boro	12/16/24	Lateral Transfer
Laura Allen	District Justices	16 Audit & Training Coordinator	12/3/24	Probation Complete
Jenelle Jones	Domestic Relations	12 Enfrcemnt Spec Sr	11/19/24-3/17/25	Intermittent LOA
Kimberly Gilliam	Human Resources	10 Admin Secretary - PT	12/4/24-1/3/25	LOA
Justin Alishusky	Maintenance	3 Custodian	12/3/24	Probation Complete
Justin Alishusky	Maintenance	4 Custodian Sr	12/3/24	Promotion
Ronald Rogers	Maintenance	3 Custodian	12/17/24	Probation Complete
Ronald Rogers	Maintenance	4 Custodian Sr	12/17/24	Promotion
Teresa Madej	Maintenance	4 Custodian Sr	12/2-12/12/24	LOA
Madeline Navarro	Probation - Adult	9 Probation Secretary	12/24/24	Probation Complete
Michelle Proowski	Sheriff	8 Office Asst Sr. Firearms	12/12-13, 16-18/24	Unpaid Suspension

MISCELLANEOUS:				
Approve the request from Sara May Silfee, Director of Voter Reg, to do the following:				
1. Give up her ½ of the 9 acct tech floater that she shares with Tax Claim (that would make that a PT position)				
2. Convert one 8 office asst temp (35 hours) to a Permanent 20 hour PT grade 8 data entry clerk				
3. Fill with her current temp, Katherine Vreeland				

Approve the request to update the employee manual effective 1/1/25 "a longevity bonus of \$250 will be added to the base rate" TO "a longevity bonus of \$250 will be paid out"

Approve the request from Adelaide Grace to downgrade one SSA III to a SSA II and restore two PT SSA II positions		
Approved the request from Sara May Silfee to carry an extra 20 hours of vacation until 3/31/25 (plus permitted 40) (60 will carry over)		
Approve the request from Penny Robson to carry an extra 40 hours of vacation until 3/31/25 (plus permitted 40) (80 will carry over)		
Approve the request from Donald Hershman to carry an extra 32 hours of vacation until 3/31/25 (plus permitted 40) (72 will carry over)		
Approve the request from Adelaide Grace to allow Stacey McLaughlin to work from home 4 hours a day from 12/16/24 - 1/1/24 (ADA Accommodation)		
Approve the request from Bob Gress to create a 20 Assistant Risk Manager position.		
Once approved, request to move Phil Barcafer into that position - effective 1/6/25		