

Monthly Report  
Human Resource Department  
May 12, 2011

On-Going Items:

- Pay Plan ( Under Review )
- Draft of Revised Personnel Ordinance ( Under Review )
- Drug and Alcohol Policy Revision ( Pending )
- Performance / Appraisal Revision ( Pending )
- Labor Contract Negotiations ( Currently on going )

Position / Vacancies:

Customer Service Representative  
Utilities Project Manager  
Narcotics Agent

Meetings Scheduled:

Drug Policy Review 5/19/11  
Labor Negotiations

Media Requests:

None

New Employee Processing / Orientation-Liz Salazar

Pending ( new summer hires )

Follow up-Items:

- None