#### **TOWN COUNCIL**

# STAFF REPORT Human Resources Department



MEETING DATE: June 13, 2023

**PROJECT:** May 2023 Activity Report

**PROJECT MANAGER:** Anni Evans, Director of Human Resources

#### **Human Resources Summary:**

New Hires: 7
Kate Cooler

Department: Police

Title: Victims Advocate / Social Worker

Start Date: May 4, 2023

Pamela O'Keefe Racanello

Department: Police

Title: Community Services Assistant

Start Date: May 18, 2023

Marcia Hunter

Department: Executive

Title: Town Clerk

Start Date: May 18, 2023

**David Glover** 

Department: Public Services Title: Public Works Worker II Start Date: May 18, 2023

Doug Mullinex
Department: Police

Title: Advance SRO Class 3 Start Date: May 17, 2023

Jarvis Brown

Department: Police

Title: Advance SRO Class 3 Start Date: May 17, 2023

Denise Hendrickson Department: Police

Title: Advance SRO Class 3 Start Date: May 17, 2023 June 13, 2023 Page 2

Exits: 1

Frank Cavaluzzi
Department: Police
Title: Police Officer
Exit Date: May 15, 2023

Promotions: 4
Angela Serrano
Department: Police
Title: Police Corporal
Date: May 4, 2023

Sarah Schaefer Department: Police Title: Police Corporal Date: May 4, 2023

Oscar Frazier

Department: Police Title: Police Corporal Date: May 4, 2023

Craig Karafa

Department: Police

Title: Police Lieutenant / Emergency Manager

Date: May 18, 2023

**Transfers: 1**Angela Douglas

Department: Executive/IT

Title: IT Support/DEI Coordinator

Date: May 18, 2023

## Jobs posted:

Police Officer I & II SRO – Class 3 Crossing Guard Building Inspector I

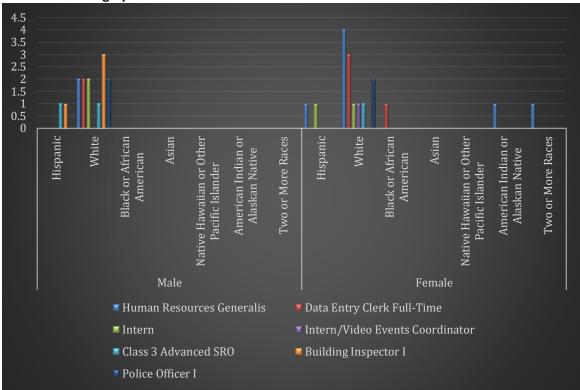
Intern: Video/Events Coordinator PT

**Human Resources Generalist** 

- Birthday/Anniversary Celebration 5/18/23 Rolling Cow Creamery Food Truck
- Recruitment advertising with:
  - o Marine Base
  - o TCL, SCAD, USCB
- Ongoing Executime implementation meetings
- Preparing for Interns
- Preparing PTO Donation Policy
- HR Generalist Interviews

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### **Candidate demographics:**



## **Employee demographics:**

