



MEMO

HUMAN RESOURCES

To: Finance and Personnel Committee
From: Shanon Swaney, Human Resources Director
Date: October 4, 2022
Re: Approval to post position and notification of library position changes

Staff seeks authorization from the Finance and Personnel Committee to fill the Assistant Chief vacancy at the fire department due to the resignation of Travis Teesch.

Staff seeks authorization from the Finance and Personnel Committee to fill a firefighter/paramedic position. This will be backfilling a vacancy which will be created because of internal movement in the filling of the Assistant Chief role.

Staff would like to notify Council that Assistant Library Director Angela Schneider has resigned from her position effective November 2, 2022. Through an assessment of job duties and in consideration of the best way to utilize City resources, it's been determined that at this time we will not fill the Assistant Library Director role. Instead, we will reorganize the duties of the position into two different positions: Children's Librarian and a full-time Library Assistant focusing on Communications and Community Outreach. The library would, however, like to consider filling the Assistant Library Director position again in the future.