



MEMORANDUM

DATE: June 26, 2017  
TO: Mayor & Aldermen  
FROM: Mike Suppan & Kim Hodge, Human Resources

RE: **Monthly Human Resources Reports: June 2017**

**Review/Update on each Union Body, Labor Negotiation(s), Grievance(s):**

- The City is preparing for negotiations with ICOPS, scheduled for July 10, 2017.

**Review/Update on the Non-Union Body:** No report.

**Staffing Changes:**

- Ed Graham, Maintenance Worker II, retired on June 2. Mr. Graham served the City for over 32 years, and we wish him well in his retirement.
- Laura Dee, Environmental Health Officer, retired on June 9. Ms. Dee served the City for 29 years, and we wish her well in her retirement.
- Jan Van De Carr, Library Director, retired on June 19. Ms. Van De Carr served the City for over 37 years, and we wish her well in her retirement.
- Thomas Sklena, on-call Plans Examiner/Inspector (pt), joined Community Preservation and Development on May 26. Mr. Sklena has over 20 years of experience in the electrician trade.
- Kate Poirier was promoted to Administrative Services Supervisor in the Police Department. Ms. Poirier was previously a Community Service Officer.
- Kevin Vitols, Maintenance Worker I (ft), joined the Public Works Department on June 19. Mr. Vitols previously worked for the Village of Itasca as a Seasonal Laborer. Mr. Vitols also has a CDL Class "B" license and is a National Safety Council Certified Flagger.
- We are currently in the process of receiving applications and/or interviewing for the following positions: Urban Forester (ft), Plans Examiner/Inspector (pt and ft), Police Records Technician (pt), and School Crossing Guards (pt). We are also recruiting police and fire candidates.

**Pension Update:**

- The next Police Pension Board quarterly meeting is scheduled for July 26, 2017 at 10:00 a.m. in the 2<sup>nd</sup> Floor Conference Room at City Hall (505 Butler Place).
- The next Fire Pension Board quarterly meeting is scheduled for August 8, 2017 at 9:00 a.m. at Fire Station 36 (1000 N. Greenwood Avenue).