

Personnel Committee

Item #: 4. 2.

Date: 02/08/2011

By: Colleen Lasher
Administrative Services

Information

Title:

Consider a Resolution Ending the Probation Period of the Senior Accountant

Background:

On August 11, 2010 the Assistant Finance Officer resigned from the City. This prompted the Finance Director's evaluation of the Finance Department for maximum efficiencies. Upon the City Council's authorization, a reorganization took place in the Finance Department on August 24, 2011.

Denelle McAlpine, the then current Accountant I, was promoted to Senior Accountant. As of February 24, 2011 Ms. McAlpine will have successfully completed the required 6-month probation for the Senior Accountant position.

Recommendation:

Staff recommends approving resolution 11-02-XXX which, upon City Council approval, removes Ms. Denelle McAlpine from probation and retains her as the City's full-time regular Senior Accountant.

Funding Source:

There is no additional funding required for this action.

Council Action:

Motion to approve resolution 11-02-XXX which confirms the recommendation of the Personnel Committee to remove Ms. Denelle McAlpine from probation and retain her as the City's full-time regular Senior Accountant.

Attachments

Resolution

Form Review

Inbox
Kurt Ulrich
Form Started By: Colleen Lasher
Final Approval Date: 02/03/2011

Reviewed By
Kurt Ulrich

Date
02/03/2011 12:40 PM
Started On: 01/31/2011 08:27 AM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #

**RESOLUTION ENDING THE PROBATIONARY
PERIOD FOR THE SENIOR ACCOUNTANT**

WHEREAS, Ms. Denelle McAlpine was promoted to the position of Senior Accountant on August 24, 2010 and was subject to a six-month probationary period; and

WHEREAS, Ms. McAlpine has successfully completed the required six-month probationary period; and

WHEREAS, staff recommends removing Ms. McAlpine from probation Effective February 24, 2011, and retaining her as the full-time regular Senior Accountant.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

Motion to approve resolution 11-02-XXX confirming the recommendation of the Personnel Committee to end the probationary period for Denelle McAlpine, effective February 24, 2011 and retain her as the full-time regular Senior Accountant.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 22nd day of February, 2011