

Date: 02/08/2011

By: Colleen Lasher
Administrative Services

Information

Title:

Consider a Resolution Ending the Probation of the Human Resources Representative

Background:

On June 2, 2010 the Assistant Administrative Services Manager/Human Resources Manager resigned from the City. This prompted the Deputy City Administrator/Director of Community Development's evaluation of the Administrative Services Department for maximum efficiencies. Upon the City Council's authorization, a reorganization took place in Administrative Services. Colleen Lasher, the then current Human Resources Technician, was promoted to Human Resources Representative. As of March 1, 2011 Ms. Lasher will have successfully completed the required 6-month probation for the Human Resource Representative position.

Recommendation:

Staff recommends approving resolution 11-02-XXX which, upon City Council approval, removes Ms. Colleen Lasher from probation and retains her as the City's full-time regular Human Resources Representative.

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. Colleen Lasher from probation and retain her as the City's full-time regular Human Resources Representative.

Attachments

Resolution

Form Review

| | | |
|---------------------------------|--------------------|---------------------------------|
| Inbox | Reviewed By | Date |
| Kurt Ulrich | Kurt Ulrich | 02/03/2011 02:36 PM |
| Form Started By: Colleen Lasher | | Started On: 01/31/2011 08:30 AM |
| Final Approval Date: 02/03/2011 | | |

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #

**RESOLUTION ENDING THE PROBATIONARY
PERIOD FOR THE HUMAN RESOURCES REPRESENTATIVE**

WHEREAS, Ms. Colleen Lasher was promoted to the position of Human Resources Representative on September 1, 2010 and was subject to a six-month probationary period; and

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

WHEREAS, staff recommends removing Ms. Lasher from probation Effective March 1, 2011, and retaining her as the full-time regular Human Resources Representative.

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 Colleen Lasher, effective March 1, 2011 and retain her as the full-time regular Human Resources Representative.

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