



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

DATE: April 16, 2018

TO: All DEC Personnel

FROM: Katrina Hiers, HR Liaison
Department of Emergency Communications

SUBJECT: DEC PERSONNEL MEMO #18-03 NEW HIRE, SKILL SET RELEASES, PROMOTIONS, TRANSFER & SEPARATIONS

NEW HIRES STARTED APRIL 2, 2018:

Communications Officer Vanessa Scott, Position #87M0000093, Code 8087, is assigned to the **Training**. Her supervisor is ACOS Kenya Washington, Code 3656.

Communications Officer Herbert Williams, Position #87M0000079, Code 8089, is assigned to the **Training**. His supervisor is ACOS Kenya Washington, Code 3656.

Communications Officer Dana Richio, Position #87M0000091, Code 8091, is assigned to the **Training**. Her supervisor is ACOS Kenya Washington, Code 3656.

Communications Officer Latrishe Mitchell, Position #87M0000032, Code 8092, is assigned to the **Training**. Her supervisor is ACOS Kenya Washington, Code 3656.

Communications Officer Dawn Bishop, Position #87M0000070, Code 8093, is assigned to the **Training**. Her supervisor is ACOS Kenya Washington, Code 3656.

Communications Officer Brittany Weirup-Washington, Position #87M0000022, Code 8094, is assigned to the **Training**. Her supervisor is ACOS Kenya Washington, Code 3656.

NEW HIRES APRIL 16, 2018:

Operations Technical Support Representative Patrick Vales Position #87M00000114, Code 8090, is assigned to the **Radio Shop**. His supervisor is Acting Program Manager, Joseph Sanders, Code 8006.

Communications Officer Megan Simpson, Position #87M0000023, Code 8095, is assigned to the **Training**. Her supervisor is COS Chantae Layne, Code 3561.

Communications Officer Jessica Gethers, Position #87M0000069, Code 8096, is assigned to the **Training**. Her supervisor is COS Chantae Layne, Code 3561.

Communications Officer Chekeen Clark, Position #87M0000061, Code 8097, is assigned to the **Training**. Her supervisor is COS Chantae Layne, Code 3561.

Communications Officer Lois "Rita" Johnson, Position #87M00000016, Code 8098, is assigned to the **Training**. Her supervisor is COS Chantae Layne, Code 3561.

Communications Officer Desmond Eche, Position #87M0000029, Code 8099, is assigned to the **Training**. His supervisor is COS Chantae Layne, Code 3561.

SKILL SET RELEASE:

Communications Officer Bruce Johnson Position #87M00000049, Code 8080, has cleared **Service Channel** as of April 4, 2018.

PROMOTIONS

Communications Officer Chantell Jones Position #87M00000073, Code 8037, advance to **Zone III**, March 22, 2018.

Communications Officer Brittney Jones Position #87M00000011, Code 8038, advance to **Zone III**, March 22, 2018.

Communications Officer Tabitha Roane Position #87M00000040, Code 3444, advance to **Zone IV**, April 14, 2018.

TRANSFERS:

Communications Officer Heather Johnson, Position #87TEMP00009, Code 8030, will be transferred from **A Platoon** to **Pool**. Her supervisor is ACOS Justin Waitt, Code 3697. Transfer effective March 30, 2018.

SEPARATIONS:

Latiyf Scarborough, Position #87M00000059

April 9, 2018



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

DATE: April 27, 2018

TO: All DEC Personnel

FROM: Katrina Hiers, HR Liaison
Department of Emergency Communications

SUBJECT: DEC PERSONNEL MEMO #18-04 PROMOTIONS, SKILL SET RELEASES, TRANSFER & SEPARATIONS

PROMOTIONS:

Communications Officer Supervisor Kenya Washington, Position #87M00000092, Code 3656. Her supervisor is Ops Manager Lisa Roane, Code 2989. Effective April 28, 2018.

Communications Officer April Tyler Position #87M00000024, Code 2988, advance to **Zone IV**, April 14, 2018.

Communications Officer Ryan Clarke Position #87M00000055, Code 8069, advance to **Zone II**, April 14, 2018.

Communications Officer A'ishah Robinson Position #87M00000027, Code 8068, advance to **Zone II**, April 14, 2018.

SKILL SET RELEASE:

Communications Officer Katrina Coleman Position #87M00000015, Code 8076, has cleared **Police Radio** as of April 16, 2018 and **Service Channel** as of April 22, 2018.

Communications Officer Chiquitta Branch Position #87M00000074, Code 8086, has cleared **Telephone Operations** as of April 21, 2018.

Communications Officer Michael Sweeney Position #87M00000021, Code 8077, has cleared **Police Radio** as of April 18, 2018.

TRANSFERS:

Communications Officer Tiffany Ampy, Position #87M00000026, Code 3720, will be transferred from **C Platoon** to **D Platoon**. Her supervisor is ACOS Iteka Ellison, Code 3430. Transfer effective April 14, 2018.

SEPARATIONS:

Laura Masaitis, Position #87M00000018

April 26, 2018

Randy Kongkreingrai, Position #87M00000045

April 27, 2018

Ashley Reese, Position #87M00000082

April 28, 2018