



CITY OF RICHMOND

Intracity Correspondence

DATE: May 15, 2020

TO: All DEC Personnel

FROM: Tory Maye, Deputy Director of Operations
Department of Emergency Communications

SUBJECT: DEC PERSONNEL MEMO #20-03 PROMOTION/REASSIGNMENTS & SKILL SET RELEASES

PROMOTION:

Acting/Emergency Communications Supervisor Justin Waitt, Position #87M00000087, Code 3697, promoted to Emergency Communications Supervisor, Position #87M00000095 effective March 23, 2020.

REASSIGNMENTS:

Emergency Communications Supervisor Justin Waitt, Position #87M00000095, Code 3697 will be reassigned from Operations Support to Operations. His supervisor will be Program Manager, Felicia Roane, Code 2989. Reassignment date effective May 23, 2020.

Emergency Communications Supervisor Cynthia Stewart, Position #87M00000091, Code 3491 will be reassigned from Operations to Operations Support. Her supervisor will be Acting/Professional Standards and Development Manager, Kenya Washington, Code 3656. Reassignment date effective May 23, 2020.

SKILL SET RELEASES:

Emergency Communications Officer Bria Green, Position #87M00000056, Code 8136 has cleared Police Radio on May 5, 2020 and DPW/Service Channel on May 12, 2020.

Emergency Communications Officer Jessica Dockery, Position #87M00000016, Code 8127 has cleared Police Radio on May 7, 2020 and DPW/Service Channel on May 12, 2020.

SEPARATIONS

Jennifer Flowers, Position #87M00000060
Stephanie Franklin, Position #87M00000019
Ortoria Hymons, Position #87M00000082

April 2, 2020
May 7, 2020
May 8, 2020