



CITY OF RICHMOND

Intracity Correspondence

DATE: August 6, 2021

TO: All DEC Personnel

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

SUBJECT: DEC PERSONNEL MEMO #21- 14 REASSIGNMENTS/ SEPARATIONS

REASSIGNMENTS:

Acting Emergency Communications Assistant Supervisor Brandon Henning, Position #87M00000071, Code 3283 will be reassigned from **D Platoon** to **C Platoon**. His new supervisor is **Emergency Communications Supervisor Justin Waitt, Code 3697**. Effective date is July 31, 2021.

Emergency Communications Assistant Supervisor Ulrica Smallwood, Position #87M00000068, Code 3803 will be reassigned from **C Platoon** to **Operations Support (Quality Assurance Supervisor)**. Her new supervisor is **Emergency Communications Supervisor Christopher Ward, Code 8100**. Effective date is July 31, 2021.

Emergency Communications Officer Taylor Ferree, Position #87M00000123, Code 3848 will remain assigned to **DEC Part-time**. Supervisor is **Emergency Communications Assistant Supervisor Ulrica Smallwood, Code 3803**. Effective date is July 31, 2021.

Emergency Communications Officer Iteka Ellison, Position #87M00000126, Code 3430 will remain assigned to **DEC Part-time**. Supervisor is **Emergency Communications Assistant Supervisor Ulrica Smallwood, Code 3803**. Effective date is July 31, 2021

SEPARATIONS:

William Morgan, Position #87M00000030
Ivory Russell, Position #87M00000019

July 26, 2021
August 6, 2021

