



INFORMATION REPORT

PROPOSED ACTION:

Information Report: Report of Appointments, Separations and Leaves of Absence for FY 2024-25 2nd Quarter (October 1, 2024 – December 31, 2024). **(Finance & Admin)**

Submitted By: Michael Mitchell, Director of Human Resources; Danny Wan, Executive Director

EXECUTIVE SUMMARY:

The attached schedule summarizes appointments, separations, and leaves of absence for the quarter ending December 31, 2024.

BACKGROUND & ANALYSIS

As of December 31, 2024, there are 474 FTEs on payroll and 76 vacant positions. The approved FTE count for FY 2024-25 budget is 550.

**Quarterly Report of Appointments, Separations and Leaves of Absence
FY 2024-25 2nd Quarter (October 1, 2024 – December 31, 2024)**

Appointments (New Hires)

	HIRE DATE	NAME	UNIT	POSITION JOB TITLE	MONTHLY SALARY	CHANGE REASON
1	10/14/2024	Beaudry, Heather	L	Senior Procurement Analyst	\$11,707	New Hire
2	10/14/2024	Chow, Angelica	C	Port Associate Engineer (Electrical & Mechanical Work)	\$13,196	New Hire
3	11/25/2024	Beck, Kevin	B	Custodian	\$6,645	New Hire
4	11/25/2024	Castellanos Figueroa, Jaime	B	Custodian	\$6,645	New Hire
5	11/25/2024	Do, Phuonguyen	C	Port Associate Engineer (Civil Work)	\$16,343	New Hire
6	11/25/2024	Nagle, Elizabeth	C	Port Associate Environmental Planner/Scientist	\$11,473	New Hire
7	12/7/2024	Bradley IV, Gerald	B	Semiskilled Laborer	\$8,721	City Transfer
8	12/7/2024	Santana, Yaphet	B	Semiskilled Laborer	\$8,721	City Transfer
9	12/9/2024	Durrenberger, Carl	L	Port Senior Financial Analyst	\$11,707	New Hire

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Separations

	SEPARATION DATE	NAME	UNIT	POSITION JOB TITLE	MONTHLY SALARY	SEPARATION REASON
1	10/3/2024	Day, Tony	L	Contract Compliance Officer	\$10,971	Resignation
2	10/31/2024	Bally, Barbara	L	Assistant Port Construction Administrator	\$10,883	Retired
3	12/14/2024	Ruiz, Edward	J	Deputy Port Attorney III	\$18,602	Resignation
4	12/28/2024	Ford, Danny	B	Custodian	\$7,852	Retired
5	12/30/2024	Haas, Christopher	K	Aviation Security Superintendent	\$17,605	Retired
6	12/30/2024	Kim, Soo Kyung	L	Port Staff Accountant I	\$10,618	Retired
7	12/31/2024	Chung, Wai Lan	L	Port Senior Auditor	\$14,502	Retired
8	12/31/2024	Kan, Alvin	C	Port Associate Engineer (Electrical & Mechanical Work)	\$16,343	Retired
9	12/31/2024	Polston, Joshua	L	Sr. Aviation Project Manager	\$18,838	Retired
10	12/31/2024	Sandifur, Marilyn	K	Media/Public Relations Manager	\$16,255	Retired

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Leaves of Absence

	NAME	UNIT	BEGIN DATE	END DATE	CHANGE REASON	REMARKS
1	Employee # 401105	B	10/3/2024	10/23/2024	Suspension	Returned 10/24/2024
2	Employee # 400935	H	10/15/2024	1/31/2025	Paid Administrative Leave	