



INFORMATION REPORT

PROPOSED ACTION:

Information Report: Report of Appointments, Separations and Leaves of Absence for FY 2025-26 4th Quarter (April 1, 2026 – June 30, 2026). **(Finance & Admin)**

Submitted By: Michael Mitchell, Director of Human Resources; Kristi McKenney, Executive Director

EXECUTIVE SUMMARY: The attached schedule summarizes appointments, separations, and leaves of absence for the quarter ending June 30, 2026.

BACKGROUND & ANALYSIS

As of June 30, 2026, there are 455 FTEs on payroll and 79 vacant positions. The approved FTE count for FY 2025-26 budget is 534.

Quarterly Report of Appointments, Separations and Leaves of Absence
FY 2025-26 4th Quarter (April 1, 2026 – June 30, 2026)

Appointment (New Hire)

	HIRE DATE	NAME	UNIT	POSITION JOB TITLE	MONTHLY SALARY	CHANGE REASON
1	5/11/2026	Tuttle, David	M	Human Resources Manager	\$17,478	New Hire
2	5/11/2026	Lino, Ana	A	Senior Account Clerk	\$8,265	New Hire
3	5/26/2026	Schlachter, Drew	A	Administrative Specialist	\$8,850	New Hire
4	6/22/2026	Liu, Jia Yao	L	Port Staff Accountant II	\$11,161	New Hire

**Quarterly Report of Appointments, Separations and Leaves of Absence
FY 2025-26 4th Quarter (April 1, 2026 – June 30, 2026)**

Separations

	SEPARATION DATE	NAME	UNIT	POSITION JOB TITLE	MONTHLY SALARY	SEPARATION REASON
1	4/03/2026	McCaleb, Claire	M	Human Resources Manager	\$16,157	Resignation
2	4/11/2026	McKiernan, Sean	C	Port Associate Engineer (CW)	\$16,833	Resignation
3	5/15/2026	Murtha, David	K	Port Land Surveyor	\$17,342	Retirement
4	6/06/2026	Lee, Peter	C	Port Associate Engineer (CW)	\$16,833	Retirement
5	6/13/2026	Employee #400874	B	Custodian	\$8,088	Separation
6	6/20/2026	Eby, Jamie	C	Port Associate Environmental Planner/Scientist	\$14,637	Resignation
7	6/25/2026	Spencer, Lakita	L	Aviation Assistant Marketing & Commercial Rep.	\$12,307	Resignation

**Quarterly Report of Appointments, Separations and Leaves of Absence
FY 2025-26 4th Quarter (April 1, 2026 – June 30, 2026)**

Leaves of Absence

	NAME	UNIT	BEGIN DATE	END DATE	CHANGE REASON	REMARKS
1	Employee #400874	B	4/01/2026	6/12/2026	Paid Administrative Leave	Separated 6/13/2026
2	Employee #401263	B	4/02/2026	4/08/2026	Suspension	Return to work 4/09/2026
3	Employee #401138	K	4/23/2026	9/30/2026	Leave Without Pay	Return to work 10/01/2026
4	Employee #400886	B	4/27/2026	5/22/2026	Suspension	Leave 5/23/2026
5	Employee #400751	F	5/12/2026	7/26/2026	Leave Without Pay	Return to work 7/27/2026
6	Employee #401360	B	5/18/2026	7/18/2026	Leave Without Pay	Return to work 7/19/2026
7	Employee #400685	L	5/08/2026	6/24/2026	Paid Administrative Leave	Separated 6/25/2026
8	Employee #400470	B	5/30/2026	8/31/2026	Leave Without Pay	Return to work 9/1/2026
9	Employee #400800	F	6/07/2026	6/07/2026	Suspension	Return to work 6/08/2026
10	Employee #401199	K	6/24/2026	7/16/2026	Leave Without Pay	Return to work 7/17/2026
11	Employee #401117	B	6/26/2026	7/26/2026	Leave Without Pay	Return to work 7/27/2026