

RESOLUTION NO. 2158

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND AGREEING TO THE EXTENSION OF THE ACTING STATUS FOR ACTING INTERNAL SERVICES DIRECTOR GERRI MOORE.

WHEREAS, the City's Employee Handbook provides that employees can only serve in acting status for a term exceeding six months with the advice and consent of the City Council; and

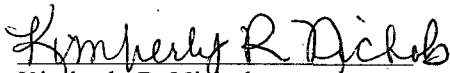
WHEREAS, Gerri Moore has been serving in acting status since October 1, 2011 and will reach the six month anniversary on March 31, 2012; and

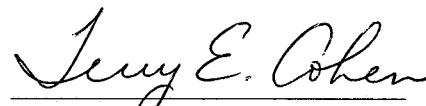
WHEREAS, the Mayor is not yet ready to appoint a new Director of Internal Services and desires that Gerri Moore continue serving in acting capacity.

NOW, THEREFORE, BE IT RESOLVED that the Salisbury City Council hereby agrees to extend the acting status of Gerri Moore as Acting Internal Services Director.


THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the 9th day of April, 2012 and is to become effective immediately upon adoption.

ATTEST:


Kimberly R. Nichols
City Clerk

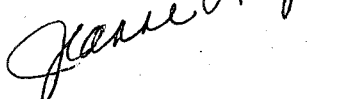

Terry E. Cohen
Council President

APPROVED by me this 11th
day of April 2012.


James Ireton, Jr.
MAYOR, City of Salisbury

Memo

To: John Pick, City Administrator
From: Jeanne Loyd, Human Resources Associate
CC:
Date: April 3, 2012
Re: Request for Time Extension: Acting Director Internal Services (Pay Grade 17)



I am requesting that the acting status for Gerri Moore as the Acting Director of Internal Services be continued until a permanent Director of Internal Services is hired. Additional responsibilities include overseeing all financial activities, including managing treasury, investments, accounting and reporting, the annual budget process, and utility billing collections and directing purchasing and human resources.

The City's Employee Handbook requires that the City Council provide advice and consent to allow an employee to serve in an acting capacity for more than six months. Ms. Moore was named Acting Director of Internal Services on October 1, 2011. She reached her six month anniversary on March 31, 2012. The Mayor is not yet ready to appoint a new Director of Internal Services.