



Staff Report

MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: July 28, 2020
RE: Staffing Update

The following represents staffing changes for the month of July.

In the first half of July a sorter in our Champaign office announced their intention to resign. Shortly thereafter, the hiring manager at that location was contacted by a former employee who left our employment (as a sorter) 3 months prior. The timing was perfect—especially as the former employee was well liked and an excellent addition to the Operations team.

We will not conduct background screens for the individual due to short absence from the organization. The employee will practically pick up where they left off.

Please let me know if you have any questions and I will answer them as best I can.

Thank you.

New Hires

Employee Name:
Classification: Sorter (part-time)
Project/ Location: Operations/ Champaign
Previous Salary: \$9.79/hour
Last day at IHLS: March 17, 2020
Salary: \$11.00/hour
Start Date: July 29, 2020

Resignations and Retirements

Employee Name:
Classification: Sorter (part-time)
Project/ Location: Operations/ Champaign
Salary: \$11.00/hour
Last Day: July 9, 2020