



Staff Report

MEMO TO: IHLS Board of Directors
 FROM: Leslie Bednar
 DATE: March 23, 2023
 RE: Staffing Update

The following represents a new hire recommendation, a department change, and staff resignations for March. We are pleased to be able to recommend a part-time sorter in Champaign. For this specific position, part-time staff offer flexibility with scheduling needs.

Sadly Mr. Gieselmann passed away on March 15. He was a dedicated employee of IHLS for 4 ½ years. We all will greatly miss him.

Please let me know if you have any questions, and I will answer as many as possible at the meeting. Thank you.

New Hires – Pending Board Approval

Classification: Sorter (part-time)
Project/ Location: Operations/ Champaign
Salary: \$13.00/ hr.
Start Date: TBD

Resignations

Classification: Courier/Driver (Part-time)
Project/ Location: Operations/ Edwardsville
Salary: \$15.00/ hr.
Last Day: March 1, 2023
Reason: Voluntary

Classification: Courier/Driver (Full-time)
Project/ Location: Operations/ Edwardsville
Salary: \$15.00/ hr.
Last Day: March 22, 2023
Reason: Voluntary resignation

Department Change

Classification: Administrative Assistant (full-time)
Project/ Location: Operations/ Edwardsville
 New Project/ Location: Membership/ Edwardsville
Salary: \$19.28/ hr.
Effective date: March 27, 2023
Reason: Strengthen alignment with our vision of serving our members