

Memorandum



Date: July 25, 2013

To: Distribution

From: Carlos A. Gimenez
Mayor 

Subject: 2013 Personnel Layoff Action Team Assignment

Similar to prior years, in order to prepare for workforce reductions resulting from the adoption of the FY 2013-14 Proposed Budget, the 2013 Personnel Layoff Action Team (PLAT) will be convened immediately. The PLAT will be responsible for determining employee's classified service rights by reviewing personnel files, calculating layoff retention scores and preparing bumping scenarios. In addition, PLAT members will provide assistance to displaced employees through career counseling and transition assistance.

The anticipated volume and complexity of these layoff related personnel actions and the short timeframe in which to complete them, mandate a large allocation of staff dedicated to this effort. Individuals have been identified based on their knowledge and experience with layoff processing, personnel policies and procedures. The designated staff shown in the attached document will be critical to the successful delivery of a completed layoff action by the required deadline. Your cooperation is required to ensure the success of this important project and the participation of these employees.

The designated representatives, in conjunction with staff from Human Resources, will be required to attend a training session on Monday, July 29, 2013. The training will provide instructions concerning the calculation of retention scores and determination of employee classified service rights based on the most recent bargaining agreements. All PLAT members are expected to attend. It is anticipated that some PLAT members will be engaged in this activity through November 15, 2013. Every effort will be made to release personnel as their assignments are completed.

Thank you very much for your assistance with this important effort. As in prior years, our success will be because of your cooperation. Should you have any questions regarding this matter, please contact Virginia Washington, Director, Recruitment, Testing and Career Development Division, Internal Services Department, at 305-375-1793.

Distribution

Jack Osterholt, Deputy Mayor/Director, Department of Regulatory and Economic Resources
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Raymond Santiago, Director, Miami-Dade Public Libraries
Lester Sola, Director, Internal Services Department
Henry Sori, Director, Community Information and Outreach
Kathleen Woods-Richardson, Director, Public Works and Waste Management

Attachment

c: Honorable Harvey Ruvin, Clerk of Courts
Honorable Carlos Lopez-Cantera, Property Appraiser
Office of the Mayor, Senior Staff
Jennifer, Moon, Director, Office of Management and Budget
Arleene Cuellar, Acting Assistant Director, Internal Services Department
Virginia Washington, Director, Recruitment, Testing and Career Development Division, Internal Services Department

2013 Personnel Layoff Action Team Assignments

No.	Name	Department
1	Zenaida Pradel	Communtiy Information and Outreach
2	Marie Kenol	Miami-Dade Corrections and Rehabilitation
3	Enrique Miranda	Miami-Dade Corrections and Rehabilitation
4	Lylliam Arrocho	Information Technologies Department
5	Sabrina Diaz-Garro	Information Technologies Department
6	Oche Prichard	Internal Services Department
7	Randolph Hudgins	Internal Services Department
8	Eugenia Parham	Internal Services Department
9	Gabriela Barrios	Internal Services Department
10	Tina Dominguez	Internal Services Department
11	Gerri Flugrath	Internal Services Department
12	Danny Gonzalez	Internal Services Department
13	Randy Hudgins	Internal Services Department
14	Nere Lafortune	Internal Services Department
15	Delores Meadows	Internal Services Department
16	Lois McGeachy	Internal Services Department
17	Latonia Morris	Internal Services Department
18	Jose Pedrera	Internal Services Department
19	Tamara Smith	Internal Services Department
20	Lilian Souto	Internal Services Department
21	Natalie Tooks	Internal Services Department
22	Letresia Wright	Internal Services Department
23	Mercy Marrero	Miami-Dade Public Libraries
24	Natasha Calixte	Miami-Dade Public Libraries
25	Gisela Soberats	Miami-Dade Fire Department
26	Jessica Lindo	Miami-Dade Police
27	Dayana Villalobos	Miami-Dade Police
28	Alicia Swanson-Edwards	Miami-Dade Transit
29	Lourdes Berdasco	Miami-Dade Transit
30	Tineka Jones	Miami-Dade Transit
31	David Mejia	Parks, Recreation and Open Spaces
32	Felicia Murphy	Public Housing and Community Development
33	Margie Ponder	Public Works and Waste Management
34	Marta Ruiz	Public Works and Waste Management
35	Tracey Murphy	Regulatory and Economic Resources
36	Iliana Garcia	Regulatory and Economic Resources
37	Rose Timmons	Seaport
38	Giovanna Casadesus	Water and Sewer