



Date: March 27, 2009
To: Guilford County Board of Commissioners
From: Brenda Fox – Interim County Manager
Subject: Reduction in Force

Pursuant to Guilford County Personnel Regulation Number 10, I am hereby duly reporting to the Board of Commissioners that the following positions were eliminated, with an effective date between March 27, 2009 and December 31, 2009. This action was in response to a shortage of funds, work, other material change in duties or needs of the organization.

Department	# RIF Positions currently filled by Employees	# Vacant Positions Abolished	Total # Positions Abolished	# of RIF Employees Anticipated To Retire
Facilities Housekeeping Grounds Assistant: 5189, 5457, 3212, 3444, 4921; Carpenter: 2837; Office Specialist: 4856; Painter: 3421.	5	3	8	5
Planning & Development Building/Zoning Tech I: 3380, 6377; Office Specialist: 2825; Planner I: 6228; Planning Technician: 5050; Chief Building Inspector II: 5721; Building Inspector I: 2957; Plans Examiner: 10077.	8	0	8	1
Public Health Nurses Aide: 10011060; Sr. Office Specialist: 3557; Applications Manager: 4247; Nurse Specialist I: 5370.	0	4	4	0
Purchasing Purchasing MWBE Coordinator: 10569; Office Specialist: 3770.	1	1	2	0

Department	# RIF Positions currently filled by Employees	# Vacant Positions Abolished	Total # Positions Abolished	# of RIF Employees Anticipated To Retire
Social Services Agency HR Mgr: 4441; Office Specialist: 2779, 6464; Office Support Supervisor: 5468; Hearing Officer: 4913.	2	3	5	0
Tax Tax Analyst: 10247, 4932; Accounting Tech I: 5478; Office Specialist: 4462, 5676, 3720, 5697; Sr. Office Specialist: 4202, 6332.	9	0	9	1
Transportation Transportation Services Director: 10193; Transit Reservation Specialist: 4218, 6167; Sr. Transit Reservation Specialist: 6181.	4	0	4	1
TOTALS	29	11	40	8
Total Estimated Annualized Salary Cost Savings on Abolished Positions: \$2.1 M				

NOTE: Guilford County will work with employees displaced due to the Reduction In Force, to attempt placement in an existing vacant position for which he/she is qualified; otherwise, the employee will receive the RIF package as outlined in Guilford County Regulation 10 and associated Addendums 10.1 and 10.2.

Thank you.