



MEMO TO: IHLS Board of Directors  
FROM: Leslie Bednar  
DATE: October 19, 2015  
RE: Staffing Update

We have three open positions, 2 Page/Sorters and an Accounting Clerk.

We have decided to not fill the Accounting Clerk position at this time due to the lack of an FY2016 state budget. All applicants will receive formal notification.

Please let me know if you have any questions and I will provide as much information as I am able.

Thank you.

**New Hires:**

*Classification:* Page/Sorter (Part-time)  
*Project/Location:* Operations/ Champaign  
*Start Date:* September 28, 2015  
*Salary:* \$8.97/ Hour

**Resignations, Terminations and Retirements:**

*Classification:* Courier Driver (Part-time)  
*Project/Location:* IMSA/ Du Quoin  
*Last Day of Employment:* September 9, 2015  
*Salary:* \$10.24/Hour  
*Comment:* Relocated to Texas.

**Promotions/Change in Position:**

None