



COUNTY OF LOS ANGELES

REGISTRAR-RECORDER/COUNTY CLERK

12400 IMPERIAL HWY. – P.O. BOX 1024, NORWALK, CALIFORNIA 90651-1024 / (562) 462-2716

CONNOR B. McCORMACK
REGISTRAR-RECORDER/COUNTY CLERK

September 23, 2002

TO: Each Supervisor

FROM: Conny B. McCormack
Registrar-Recorder/County Clerk

SUBJECT: **SUMMARY OF MONTHLY PERSONNEL ACTIVITIES**

Pursuant to your Board order of November 16, 1995, enclosed is the August 2002 monthly summary report relative to new hires, promotions and special step placement for the Registrar-Recorder/County Clerk.

az/ACTING:MONTHLY REPORT

Enclosure

c: Chief Administrative Office
Auditor-Controller



**LOS ANGELES COUNTY
REGISTRAR-RECORDER/COUNTY CLERK
DEPARTMENT #710**

CONNIE B. McCORMACK
Registrar-Recorder/County Clerk

**SUMMARY OF HIRING, PROMOTION (S) AND SPECIAL STEP PLACEMENT (S)
MONTH/YEAR: August 2002**

HIRE(S)	NEW PROMOTION(S)	STEP PLACEMENT(S)	TITLE(S)	ITEM NO.
28	0	0	Clerk NC	9304F
1	0	0	Clerk Recurrent	1136E
2	0	0	Election Assistant I, NC	9312F
2	1	0	Election Assistant II, NC	9313F
1	0	0	Election Assistant III, NC	9315F
2	0	0	Student Professional Worker	8243F
0	1	0	Administrative Services Manager I	1002A
0	1	0	Election Services Supervisor	1203A
0	1	0	Payroll Clerk I	1331A
0	1	0	Data Systems Analyst II	2591A
0	1	0	Special Deputy RR, NC	9313F

JUSTIFICATION: HIRE(S)

The temporary and permanent new hires approved by the Chief Administrative Office were necessary to fill critical vacancies. The positions are already budgeted, resulting in no additional net county cost.

JUSTIFICATION: PROMOTION(S)

The promotions were necessary to fill critical positions as authorized by the Chief Administrative Office. The positions are already budgeted, resulting in no additional net county cost.