



Gavin Newsom
Mayor

Micki Callahan
Human Resources Director

MEMORANDUM
DHR No. 08-2008

Date: June 10, 2008

To: Departmental Personnel Officers
Layoff Coordinators

From: Micki Callahan, Human Resources Director

A handwritten signature in black ink, appearing to read "Micki Callahan", followed by a long horizontal line extending to the right.

Subject: 2008 Layoff Update

As you are aware, the citywide layoff notices were presented to employees on June 2, 2008. The Department of Human Resources' Layoff Team is currently reviewing all layoffs and return to duty opportunities for affected employees.

Attached is a summary of all filled positions that have been eliminated in the Mayor's budget. In total there are 499 filled position eliminations.

As a reminder, all open available requisitions in the layoff classes will be temporarily frozen and all certifications will be suspended until the layoff team completes the initial return to duty analysis for affected employees.

Should you have any questions please contact Ted Yamasaki, Managing Deputy Director at 415-557-4915 or Kerry Ko, Assistant Deputy Director, Client Services at 415-557-4875.

Attachment