



To: Department Managers/Supervisors  
From: Project REACH Staff  
Date: January 10, 2005  
Re: Listing of Employees who are interested in Training

Thank you for supporting your employee through the application process for Project REACH by filling out the manager recommendation form. The attached list includes employees from your department who have been assessed, and have received a score that confirms their readiness to start training.

Please review this listing and let us know if you would like everyone to move forward to training, or if there have been a status change with any of the employees. For example, anyone who has come under active discipline since applying for this opportunity is not eligible to participate. We will send you updated listing every two weeks.

For your information, those who are cleared to move forward in the process will develop an individualized educational/training plan with a career coach. It is the employee's responsibility to work out a work schedule that will accommodate the 16 hours of salary release support they will receive through the grant. You will then receive a letter highlighting the account number your payroll agent should use to charge the 16 hours of salary.

Please contact our office at 502-2200 if you anticipate needing backfill support, or have any questions.

Attachment

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### ENVIRONMENTAL SERVICES

Employee	Date Sent	Training Interest	Recommended Yes / No
Dianne	1/11/05	Rad Tec	Y Todd 1/11/05
Taheesha	1/11/05		Y Valentine 1/26/05
Eric	1/11/05	PSC II	yes
Courtney	1/12/15	Surg Tec.	YES - BSI
Tamnika	1/18/05	Surgical Tec.	YES
Sean	1/18/05	Rad Tec	Ok
Tonia	1/18/05	Nursing	OK
Joyce	1/18/05	Surgical Tec	??
Carl	1/18/05	Lab Tec I	Yes
Maurice	1/18/05	Lab Tec	OK
Teresa	1/18/05		OK
Pamela	1/18/05	Radiology Aide	OK
Larry	1/18/05	PSC	Skill enhancement
Lewis	1/31/05	PSCII	Yes Highsimth 2/8/05
Vonda	6/13/05	Core Services	OK
Kizzy	6/13/05	Core Services	OK
Randell	6/13/05	Core Services	NO – ACTIVE Written
Daniel	6/13/05	Core Services	OK
Dedraia	10/27/05	Anesthesia Technology	Yes
<b>Tammy</b>	<b>11/ 22/05</b>	<b>Clerical Associate</b>	
<b>Margarie</b>	<b>11/ 22/05</b>	<b>Clerical Associate</b>	
<b>Vanessa</b>	<b>11/ 22/05</b>	<b>Clerical Associate</b>	
<b>Alaine</b>	<b>11/ 22/05</b>	<b>Clerical Asscoiate</b>	
<b>Kiva</b>	<b>11/ 22/05</b>	<b>Clerical Asscoiate</b>	
<b>Shawn</b>	<b>11/ 22/05</b>	<b>Support Asscoiate</b>	<b>Currently working on Plato</b>
<b>Leslie</b>	<b>11/ 22/05</b>	<b>Support Asscoiate</b>	

Currently in training or completed training.

Employee last names have been omitted for privacy reasons.