

MEMORANDUM



TO: Finance Department Staff
FROM: Jennifer LePage, Director of Administrative Services
DATE: March 31, 2020
SUBJECT: Essential Staff Designation – COVID-19 Emergency

All support staff are officially designated as “necessary” to conduct the minimum basic operations of the City of Marquette. This designation applies to each staff member on the day s/he is scheduled to work in the building. This includes the following personnel:

- Terra Bahrman, Accounts Payable Clerk
- Ellen Britton, Staff Appraiser
- Katie Burnette, Staff Accountant
- Amanda Gerber, Assessing Technician
- Linda Poole, Deputy Treasurer
- Rachel Quayle, Customer Account Clerk/Cashier
- Christina Tynismaa, Utility Billing Clerk

Finance administration is officially designated essential in order to conduct the minimum basic operations of the City of Marquette:

- Gary Simpson, Chief Financial Officer
- Mary Schlicht, City Treasurer
- Miles Anderson, City Assessor