



ONTARIO
TORONTO
18-21.APR.2010

Human Resources and Administration

Mary K. Lee, Director

Today's agenda

- **Department Staff**
- **Current and Recent Projects**
- **About Us**



Department Staff

- **Therese Colosi**
 - Executive Assistant
- **Jessica Heideman**
 - Office Administrator
- **Mary K. Lee**
 - Director



Current and Recent Projects

- **Annual Reports and Audits**
- **Performance Appraisals**
- **Facility Improvements**
- **Market Pricing Salary Survey**
- **Document Retention Project**



About Us



Questions?

Thank you!