

Monthly Activity Report July
Certification and Compliance Unit
Training Year 2018/2019

Personnel Change in Status Reports	Month	YTD
New Hires	415	415
Voluntary Separations	342	342
Involuntary Separations	34	34
Misconduct (terminated)	10	10
Reserve Appointments	11	11
Reserve Separations	16	16
Total	828	828

Services	Month	YTD
Freedom of Information Requests	18	18
Records Subpoenaed for Court	1	1
VA Applications Processed	10	10
Pre-Employment/Background Request	61	61
Transcript Request	24	24
Duplicate Certificate Request	2	2
Curriculum Request	7	7
Other Request for Services	106	106

Fees Collected	Month	YTD
Transcript/Curriculum/Duplicate Certificate	\$ 378.00	\$ 378.00

Certification Issued for Class 1,2,3,& 4	Month	YTD
Basic Certification	87	87
Certification Renewals	363	363

Recertification for Class 1,2,3,	Month	YTD
Mandatory Retraining Notifications Processed	473	473
Reminder Letters Sent	324	324
Certification Withdrawal Letters Sent	0	0
Orders of Expiration Issued	0	0

Training Reviews Total		
Reviews Received	11	11
Reviews Approved 6 Weeks	8	8
Reviews Approved 12 Weeks	0	0