



State of Vermont
Vermont Veterans' Home
325 North Street
Bennington, VT 05201

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June 24, 2014

Secretary Jeb Spaulding
Secretary of Administration
109 State Street
Montpelier, VT 05609

Dear Secretary Spaulding,

As required by Sec. 342.4 of 20 V.S.A §1716, I am reporting on the number of employees at The Vermont Veterans' Home that have worked 16 hours or less per week.

The 10 (ten) employees working in the classifications listed below are hired on a temporary basis to fill in when there is a full-time employee who is unable to report for their regular scheduled shift. Reasons may be due to illness or other issues, and to cover shifts while full-time employees take vacation or other extended leave time. The exception to this is the receptionist, who was hired to work Saturday and Sunday, we have a full-time receptionist during normal business hours.

- Registered Nurse 2
- Licensed Practical Nurse 2
- Licensed Nurses-Aid 2
- Utility Worker (Veteran Care Attendant) 2
- Receptionist 2

Please do not hesitate to contact me with any questions or concerns.

Respectfully,

Melissa A. Jackson
Chief Executive Officer
Vermont Veterans' Home

cc: ✓ House Committee on Appropriations
House Committee on General, Housing and Military Affairs
Senate Committee on Appropriations
Senate Committee on Economic Development

