

CITY OF VALDOSTA

THE HR NEWSLETTER

NOVEMBER 2021

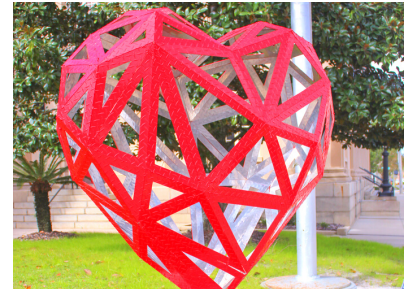


VALDOSTA
A City Without Limits

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Who is Who in HR

YOUR GO-TO TEAM "Whom do I call for...?"

**It can be confusing to determine who in HR to call with your specific questions.
Use the information below to point you in the right direction.**



Catherine Ammons

Deputy City Manager of Administration/
Director of Human Resources
cammons@valdostacity.com
(229) 259-3544 ext. 4745

EEO Claims, lawsuits, related issues.
Employee grievances and appeals.
Position management, workflow,
reorganization.

Policy interpretation/challenges.
Any issue, problem, or question for which
you are unable to get a timely answer.

Sick Leave Donation.
Staff handbook updates/changes.



Ryien Bonner

Human Resources Coordinator
rbonner@valdostacity.com
(229) 259-3544 ext. 4318

Employment Verification
Employment On-boarding
Job Postings
I-9 Verifications



Jennie Boyer

Senior Human Resources
Manager
jboyer@valdostacity.com
(229) 259-3544 ext. 4747

Payroll
Health Benefits
Unemployment benefits
Retirement point of contact



Azhia Smothers

Human Resources Coordinator
asmothers@valdostacity.com
(229) 259-3544 ext. 4746

Worker's Compensation claims
Property insurance
Employee Trainings
FMLA

EMPLOYEE BIRTHDAYS

- LAVERTT OGDEN JR, 11/2
- STEVEN MICHAEL SHADRON, 11/2
- SHANDORA LASHAN GRAY, 11/3
- TONNIE BERNARD KNIGHT, 11/4
- DEVIN PARKINSON, 11/4
- ERIC SHANE WAGNER, 11/4
- LORRIE McCLURE AUSTIN, 11/5
- JENNIFER LYNETTE BOYER, 11/6
- SHAKIRA PARSON, 11/6
- JAY N. WOLFE, 11/8
- SCOTTIE F. JOHNS, 11/9
- NANCY DENISE ROBINSON, 11/9
- JOHN LYLE HERPIN, 11/10
- JIMMIE R. BACON, 11/11
- TYSHON DEMETRIUS NEAL, 11/12
- CHRISTOPHER LEE SCOTT, 11/13
- BRANAM J. JOHNS, 11/14
- ANTHONY JOHN DRAKE, 11/15
- DYLAN THOMAS WELCH, 11/15
- SEABRON WILLIAMS III, 11/15
- BRANDY S. FLANDERS, 11/16
- JOSEPH MAY III, 11/16
- JAMES ARTHUR BYRD JR, 11/18
- DAPHNE G. COVINGTON, 11/18
- COREY SHANE LONG, 11/19
- TERRENCE A. HINES, 11/20
- KYLE ANTHONY HOLDER, 11/20
- JEREMIAH MCCOY SR, 11/21
- WILLIAM SUMNER, 11/21
- THOMAS GRADY COTHORN III, 11/22
- SKYLER D. ROBINSON, 11/22
- ELDRED JAMES THOMAS JR, 11/22
- LEONARDO B. WARNER, 11/22
- JEFFREY E. KRAUSHAAR, 11/23
- MICHAEL A. PENLAND, 11/23
- WILLIAM JACKSON RICH, 11/25
- JOSHUA N. HUNT, 11/26
- ALAN W. CHRISTOPHER, 11/28
- MICHAEL E. CRUMP, 11/28
- JUSTIN T. DIXON, 11/28
- BRANDON L. MCDUFFIE, 11/28
- CAROLYN SAMPSON-BURGESS, 11/30

EMPLOYEE ANNIVERSARIES

- WILLIAM B. SIMS, 11/3, 24 Years
- MARY L. NEWBERN, 11/10, 24 Years
- LAVERTT OGDEN JR, 11/10, 24 Years
- JASON D. ROWAN, 11/10, 24 Years
- JUSTIN C. PLY, 11/30, 23 Years
- MICHAEL L. WALDEN, 11/30, 23 Years
- MONICA N. NELSON, 11/09, 22 Years
- CHRISTOPHER F. CREWS, 11/13, 21 Years
- JUNE M. GARTMAN, 11/12, 20 Years
- HAROLD B. HENDERSON, 11/04, 19 Years
- MARK ALLEN FLYTHE, 11/01, 17 Years
- SELENA R. PHINNEY, 11/14, 16 Years
- HEATHER BETH WILLIS, 11/14, 16 Years
- RICK J. MEFFORD, 11/29, 15 Years
- THOMAS GRADY COTHRO III, 11/16, 12 Years
- BRANDON ONEAL MATHENY, 11/16, 12 Years
- SHELLEY ALAN MILLER, 11/16, 12 Years
- CHRISTOPHER LEE SCOTT, 11/16, 12 Years
- CHRISTIAN MATTHEW STEVICK II, 11/16, 12 Years
- RYAN MICHAEL STRICKLAND, 11/16, 12 Years
- REMUS S. BELL, 11/23, 12 Years
- THOMAS M. HESS, 11/30, 12 Years
- EDWARD A. STROHL SR, 11/30, 12 Years
- TROY EDWARD CRIBBS JR, 11/30, 11 Years
- KEN T. TAYLOR, 11/09, 10 Years
- JULIE Y. GRANTHAM, 11/28, 10 Years
- CHRISTOPHER JAMES BOONE, 11/14, 9 Years
- KEVIN D. JENKINS, 11/04, 8 Years
- ALBERT LEE ANDERSON, 11/20, 8 Years
- GEORGE RUSSELL SIMPSON JR, 11/25, 7 Years
- BRADLEY C. CHASON, 11/18, 2 Years
- MICHAEL CARLOS LAMB, 11/09, 1 Year
- TOBIAS OCTAVIUS GRAHAM, 11/16, 1 Year
- JAMARCUS PENDLETON, 11/16, 1 Year
- FREDRICK L. STEWART, 11/16, 1 Year
- TIMOTHY SHAWN JEFFREY, 11/23, 1 Year



SAFETY AFTER HOURS

Presented by: Valdosta Safety Committee

NOVEMBER 2021

While visions of turkey and dressing are filling daydreams, it's important our team doesn't lose sight of safety—at work or at home. Thanksgiving isn't always a momentous occasion, with more than 4,000 house fires and 50 injuries reported each year.

Top safety hazards during the Thanksgiving holiday include:

FIRE—kitchen fires, candles and outdoor deep fryers.

FOOD—choking and poisoning, cuts and burns during food preparation.

TRAVEL—car accidents, driving while intoxicated or distracted.

FIRE PREVENTION TIPS

- Keep baking soda on hand to put out kitchen fires.
- Do not leave food cooking or the stove unsupervised.
- Make sure smoke alarms are working.
- A household fire extinguisher should always be nearby.
- Do not leave candles burning unattended.

FOOD SAFETY

- Always wash your hands after handling raw or under-cooked poultry.
- Use separate cutting boards for raw meat and produce.
- Use a food thermometer to ensure the turkey is cooked thoroughly to avoid illness caused by consuming under-cooked poultry.
- Store leftovers within 2 hours or toss them.

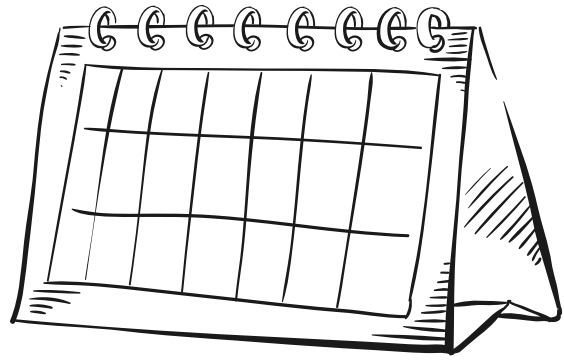
TRAVEL SAFETY

- Buckle up, every trip.
- Make sure your vehicle is well maintained.
- Be aware of weather conditions.
- Take caution in parking lots while out shopping.
- No texting while driving.

Putting our staffs' safety and best interests first is just good business. When we practice safety and responsibility outside the workplace, you'll be able to return to work without delay.

Happy
Thanksgiving
from the
Safety Team!

UPCOMING EVENTS



1 FIRST FRIDAY



Day: Friday, November 5, 2021
Time: 6:00 pm – 12:00 am
Place: Downtown Valdosta

4 MAKER'S MARKET



Day: Saturday, November 13, 2021
Time: 9:00 am – 1:00 pm
Place: Historic Courthouse

2 CITY COUNCIL MEETING



Day: Thursday, November 11, 2021
Time: 5:30 pm – TBD
Place: Council Chambers

5 FOOD TRUCK CRAWL

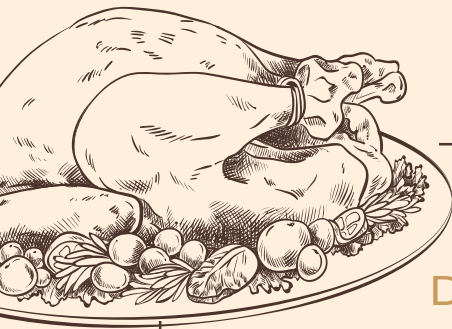


Day: Thursday, November 18, 2021
Time: 5:00 pm – 8:30 pm
Place: Downtown Valdosta

HAPPY
THANKSGIVING
DAY

THE CITY OF VALDOSTA INVITES
YOU TO JOIN US FOR AN ...

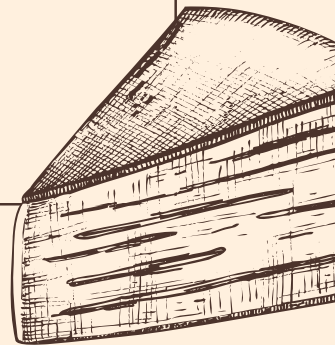
Employee Thanksgiving Luncheon



Date: Thursday, November 11, 2021

Time: Session 1 : 11:30 am - 12:30 pm
Session 2 : 12:30 pm - 1:30 pm

Location: Rainwater Conference Center
(1 Meeting Pl.)



VALDOSTA
A City Without Limits

OPEN ENROLLMENT WINDOW OPENS NOVEMBER 8TH!



OPEN ENROLLMENT MUST BE COMPLETED ON
THE EMPLOYEE NAVIGATOR PORTAL BY
NOVEMBER 19TH, 2021.

STEP 1:

GO TO WWW.EMPLOYEENAVIGATOR.COM

STEP 2:

CLICK REGISTER AS A NEW USER

STEP 3:

ENTER THE INFORMATION AS PROMPTED

STEP 4:

ENTER THE COMPANY IDENTIFIER BELOW
CITY-OF-VALADOSTA

STEP 4:

COMPLETE YOUR ENROLLMENT!



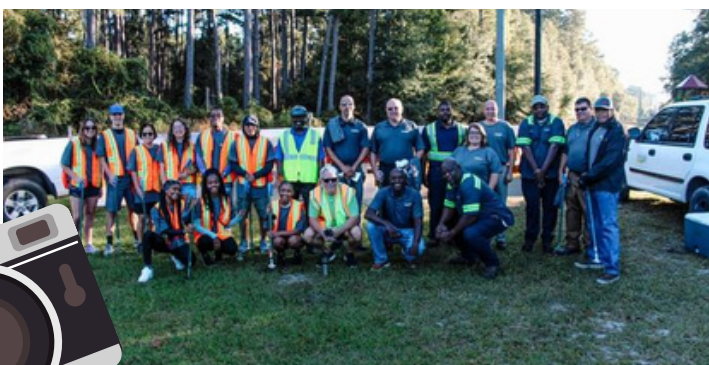
QUESTIONS ON HOW TO ACCESS OR REGISTER ON
EMPLOYEE NAVIGATOR?

CONTACT JENNIE BOYER AT: 229.259.3544

Photos From Past Events



Photos From Past Events



Photos From Past Events



DON'T FOGET TO FALL BACK



**Daylight Saving Time
ends on Sunday,
November 7, 2021.**

**Don't forget to set your
clocks back one hour.**