



HR MATTERS!

Vol. 20, Issue 1 - A Publication of the Little Rock Human Resources Department

May 6, 2016

2016 Departmental Employees of the Year

City Manager Bruce T. Moore established the Mahlon A. Martin Employee of the Year Award in 2004 to acknowledge City employees who exhibit a high quality of job performance and significantly contribute to the quality of life within the City. Mr. Martin was the first African American to serve as the Little Rock City Manager. Throughout Mr. Martin’s career, he was respected in the community and by City employees by being accessible to the people he represented. Each year the City departments nominate a Departmental Employee of the Year. These individuals embody the commitment to serving the citizens of Little Rock, as well as their fellow employees. These Departmental Employees of the Year are considered for the Mahlon A. Martin Award. Bruce Moore honored all of the award nominees at reception on Monday, April 25, 2016. A Committee made up of City Department representatives met to select three finalists from the nominations. Congratulations to the three Employee of Year finalists for the Mahlon A. Martin Award:

- Joetta Bailey – Environmental Court**
- Lennie Jackson – Information Technology**
- JJ Muehlhausen – Little Rock Zoo**

The names of the three finalists will be given to the City Manager who will select this year’s award recipient for the Mahlon A. Martin Award. The recipient will be announced at the Employee Recognition Luncheon, where we will also honor employees with more than twenty years of service to the City.

Congratulations to Our 2016 Departmental Employees of the Year

- | | |
|---------------------------|--------------------|
| Community Programs | Dora Fulks |
| District Court – Criminal | Natalie Short |
| District Court – Environ. | Joetta Bailey |
| District Court – Traffic | Sarah Bass |
| Finance | Debra Carreiro |
| Finance | Colleen Young |
| Fire Department | Bo Hagar |
| Fleet Services | Robert Houser |
| Housing | Deonna Perkins |
| Human Resources | Lisa Hinshaw |
| Information Technology | Lennie Jackson |
| Police | Calvin Allen |
| Police | Larry McDonald |
| Parks and Recreation | Grant Morris |
| Planning | Robert Muehlhausen |
| Public Works | Robert West |
| Zoo | JJ Muehlhausen |

2016 Employee Appreciation Week

As a way to say thank you for all that you do, we have scheduled this year’s City of Little Rock Employee Appreciation Week for May 9 through May 14. Please refer to the last page of this newsletter for a detailed list of activities and discounts.

2016 IMPORTANT DATES	
Employee Appreciation Week	May 9 – 14
Memorial Day	May 30
Independence Day	July 4
Labor Day	September 5
Employee Health Fair	October 19
(City Offices Closed on Holidays)	

Recently Promoted Employees

Department	Job Title
Board of Directors	
Larra Bender	Administrative Assistant
City Attorney	
Sherrri Latimer	Deputy City Attorney
Shawn Overton	Deputy City Attorney
City Manager	
Phyllis Dickerson	Mayor's Chief of Staff
Finance	
Octavia Ashford	Accountant
Cassie Weatherington	Purchasing Coordinator
Fire	
Matthew Bradford	Fire Apparatus Engineer
Brent Buford	Fire Captain
Michael Doan	Battalion Chief
Jeffrey Edmonson	Fire Captain
Cody Graddy	Fire Apparatus Engineer
Jason Gregory	Fire Apparatus Engineer
Jason Guenther	Fire Apparatus Engineer
Joe Howard	Fire Apparatus Engineer
Bob Hunthrop	Assistant Fire Chief
Robert Johnson	Fire Apparatus Engineer
Jason Langston	Fire Captain
Franklin Livingston	Fire Captain
Clayton Owen	Fire Captain
Eric Patrick	Fire Apparatus Engineer
D.L. Pettypool	Equipment Repair Coordinator
Donald Ply, II	Fire Captain
Naim Salaam	Battalion Chief
Bradley Sanders	Fire Apparatus Engineer
Aaron Slater	Fire Apparatus Engineer
Douglas Speer	Fire Captain
Christopher Spruell	Fire Apparatus Engineer
Roy Wert, II	Fire Captain
Joshua Womack	Fire Apparatus Engineer
Fleet Services	
Phillip Bailey	Automotive Technician II
Claude Pilgrim	Automotive Team Leader
Housing and Neighborhood Programs	
Morris Hunter	Code Enforcement Officer Sr.
David Jackson	Supervisor I
Leroy Jones, Jr.	Code Enforcement Officer Sr.
Police	
Wesley Butler	Police Sergeant

Recently Promoted Employees

Department	Job Title
Police	
Jessica Cudd	Communications Dispatcher
Troy Ellison	Police Lieutenant
Brenda Harris	Administrative Assistant I
Tamara Hune	Emergency Comm. Training Supervisor
Brian Grigsby	Police Lieutenant
Samantha Rezanoff	Crime Analyst
Jerrell Walker	Communications Dispatcher
Planning	
Greg Case	Electrical Inspector - Senior
Charles Cowart	Building Inspector – Senior
Stephanie Steele	Permits Technician
Public Works	
Terry Atkinson	Crew Worker – Senior
Sharron Carlross	Street Repair Specialist
Clarence Dukes	Solid Waste Equip. Operator III
Jasper Goodwin	Skilled Laborer
Victor Johnson	Crew Worker – Senior
Rickey Love	Leader
John Ring	Crew Worker - Senior
Derrick Vasser	Leader
Ivan Yarbrough	Supervisor II
Zoo	
Robert Ross	Zoo Maintenance Worker II

Recently Retiring Employees

Department	Job Title
Finance	
Louise Drayton	Purchasing Coordinator
Fire	
Don Bradley	Assistant Fire Chief
Harold Davies	Fire Apparatus Engineer
Randy Hickmon	Fire Captain
Tommy Hoffman	Battalion Chief
Ronnie Hudson	Fire Captain
Freddie Ingram	Fire Apparatus Engineer
Michael Johnson	Fire Captain
Allan Lowrey	Fire Captain
Anthony Springer	Fire Captain
Wendell Taylor	Firefighter

Recently Retiring Employees

Department

Job Title

Housing and Neighborhood Programs

Fletcher Smith, Jr. Code Enforcement Officer – Sr.

Human Resources

Jim Bradshaw Benefits and Risk Manager

Parks and Recreation

Odishou Marokl Leader

Kevin Pride Supervisor I

Police

Patricia Allen Police Officer

John Comeau Police Sergeant

Odistene Fuller Police Lieutenant

David Hudson Police Lieutenant

Glenn King Police Lieutenant

Calvin Martin, Jr. Police Officer

James McKenzie Police Officer

Darryle Moody Crime Analyst

Chris Oldham Police Officer

Michelle Ready Police Officer

Sylvia Rummel Executive Secretary

Lori Smith Police Officer

Robert Teeling Police Officer

Willie Thomas Police Officer

Morris Winfrey, Jr. Police Officer

Zoo

Randal Berry Animal Keeper

Supervisory Equivalent Training (SET) Program

Congratulations to the following four individuals who have already completed all of the requirements of the Supervisory Equivalent Training (SET) Program:

Terence Cox – Information Technology

Lisa Hinshaw – Human Resources

Brandon Lewis – Public Works

Shronica Thomas - Finance

The SET program was developed to address the issue of employees who do not possess any supervisory experience. Employees who complete all of the required hours/classes will be given credit for one year of supervisory and leadership

experience when applying for future promotional opportunities within the City.

The SET core curriculum consists of twelve (12) hours and employees must complete three (3) hours of electives of their choice for a total of fifteen (15) required hours. Even if you are not interested in completing the entire SET program, employees are welcome to register to attend any of the classes with approval from your supervisor.

Please contact Kathleen Walker if you would like to be included on the monthly e-mail schedule for upcoming SET classes:

kawalker@littlerock.org

Our Sincerest Thanks

Your Human Resources staff would like to again express our sincerest thanks for all of the phone calls, e-mails, cards, plants, and uplifting thoughts as we said goodbye to our co-worker and friend, Terrance Richardson. Terrance had such a gift in showcasing the beauty around him through his love of photography. Terrance's spirit lives on not only through how he touched the lives of his family, friends, and anyone who had the opportunity to meet him or view his talented photos.

Gone, but not forgotten...





SimplyEngaged® Reward Overview

Take care of your health and be rewarded

SimplyEngaged is a personal health and wellness program which allows you to earn rewards when you complete these health and wellness actions.

It's easy to start earning rewards¹

Access the Reward Program Overview through Rally™ when you log in to **myuhc.com** for specific details regarding your wellness incentive program.

Earn a Reward

- Participate in a biometric health screening² and get a \$75 reward**
 - ▶ Participate in a confidential event through any of the following convenient options: Worksite event (if employer has elected); Health Provider Form; or Lab Screening
 - ▶ Learn more about your important health numbers: total cholesterol, blood pressure and Body Mass Index (BMI).
- Complete an online health survey² through Rally when you log in to myuhc.com® within 90 days of the start of the program and get a \$25 reward**
 - ▶ Answer all of the survey questions to personalize your overall experience.
 - ▶ Complete the survey and receive your results as a “Rally Age” – an indicator of how your health age compares with your actual age.
- Get a \$20 reward each month that you visit a participating fitness center² at least 12 times per month**
 - ▶ Register at a participating fitness center or YMCA® through the Health and Wellness tab on myuhc.com.
 - ▶ You must present your fitness ID card each time you go to the gym.
- Complete a telephone-based health coaching program and get a \$75 reward**
 - ▶ Complete the health survey in order to participate in this health coaching program.
 - ▶ Call the Health Coach at 1-800-478-1057 to begin working on your personal health improvement plan.
 - ▶ Plan accordingly. A telephone-based health coaching session takes three to five months to complete.
- Complete at least 3 Missions² through the Rally experience and get a \$50 reward**
 - ▶ Complete the health survey to receive suggested online health actions or “Missions”. Missions are interactive and provide choice that may help you maintain your health.
 - ▶ Plan accordingly. Each mission can take at least four weeks to complete.
- Estimate health care costs on myuhc.com and get a \$25 reward**
 - ▶ Perform at least one cost estimate on an upcoming procedure.
 - ▶ Get simple, comprehensive estimates for your health care costs to help you make more informed decisions.

2016 Employee Appreciation Week

<p><i>Monday</i> <i>May 9</i></p>	<p><i>Tuesday</i> <i>May 10</i></p>	<p><i>Wednesday</i> <i>May 11</i></p>	<p><i>Thursday</i> <i>May 12</i></p>	<p><i>Friday</i> <i>May 13</i></p>	<p><i>Saturday</i> <i>May 14</i></p>
<p align="center"><u>Employee Appreciation Week Kick-Off</u></p> <p align="center"><u>Cook Out at the River Market</u></p> <p>Come on down to the Amphitheater for some great food and fellowship. We'll be grilling hot dogs and hamburgers from 11:00 a.m.-1:00 p.m. (parking is available behind the River Market)</p> <p>Sponsored by:</p> 	<p align="center"><u>Breakfast at City Hall</u></p> <p>Breakfast will be served at City Hall beginning at 7:30 a.m.</p> <p align="center"><u>Employee Recognition Luncheon</u></p> <p>For employees who have 20 or more years of service with the City. <u>This event is by invitation only.</u> The 2016 Mahlon A. Martin recipient will be announced at the luncheon.</p> <p align="center"><u>Afternoon Treats</u></p> <p>For our City employees working at the Zoo & War Memorial Park ice cream will be served from 2:00-3:00 p.m. at the Zoo Administration Bldg.</p>	<p align="center"><u>Breakfast at J.E. Davis</u></p> <p>For our City employees working in S.W. Little Rock breakfast will be served at 7:30 a.m. at Public Works Operations.</p> <p align="center"><u>Pizza!</u></p> <p>For our City employees working at the Zoo & War Memorial Park pizza will be served at 11:30 a.m. at the Zoo Administration Bldg.</p> <p align="center"><u>D' Feud & Ice Cream Social</u></p> <p>Come to City Hall at 2:00 p.m. to play D 'Feud. Make yourself an ice cream sundae and watch while teams of 4 compete for time off. We are pitting employees against employees, departments against departments to determine who is the best of the best at trivia.</p>	<p align="center"><u>Breakfast at the Zoo</u></p> <p>For our City employees working at the Zoo & War Memorial Park breakfast will be served at 8:00 a.m. at the Zoo's Civitan Pavilion.</p> <p align="center"><u>Pizza! Pizza!</u></p> <p>For our City employees working in S.W. Little Rock pizza will be served at 11:30 a.m. at Public Works Operations, Fleet Services, and Solid Waste Collections.</p> <p align="center"><u>Pictionary</u></p> <p>Come to City Hall at 1:00 p.m. It's not about who can draw well it's about getting a point across without speaking or using written words. Teams of 4 compete for time off.</p>	<p align="center"><u>Olympics & BBQ Lunch at the River Market</u></p> <p>Let the games begin at 10:30 a.m. Sign up your teams of 4. Be prepared for anything—the games will be announced the day of the event. We will serve a BBQ lunch at the Amphitheater from 12:00 p.m.-1:30 p.m. (parking is available behind the River Market)</p> <p align="center"><u>Afternoon Treats</u></p> <p>For our City employees working in S.W. Little Rock a special treat will be served from 2:30-3:30 p.m. at Solid Waste Collections and from 3:00-4:30 p.m. at Fleet Services.</p>	<p align="center"><u>Employee Appreciation Mardi Gras Picnic</u></p> <p>Jim Dailey Fitness Center 300 South Monroe Street 10:30 a.m.-2:30 p.m.</p> <p>Enjoy food, door prizes, music, kid's area, swimming, family photos, basketball and bingo. Lunch will be served 11:00 a.m.-1:30 p.m.</p> <p align="center"><u>Thank You for the Great Job Each of You Do Every Day!!</u></p>

Other Activities

- May 9-14 – City employees can enjoy free green fees at War Memorial Golf Course.
- May 7-15 – The Zoo is offering free admission for City employees, their spouse, and up to 4 children (note: this includes the weekend before and after)
- May 9-14 – Animal Services is offering free adoption of dogs and cats to City employees (includes spay/neuter, worming, shots, etc.)
- May 9-13 – Landfill is offering one pickup truck load of mulch for \$5 (limit one load per employee)
(EMPLOYEES MUST SHOW CITY ISSUED PICTURE ID TO PARTICIPATE)