

# HR NOTES

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## Evaluations!

We will be engaging in performance evaluations from now until the end of the year. This will include meetings between employees and their supervisors, as well as between supervisors and their commission liaisons. A standard form will be used, and as part of this process, the one being evaluated will do a self-assessment. They can list their strengths and areas where they could improve. They may mention things the supervisor could do to help them. Finally, they can check on goals and work to set future goals together. The point of an evaluation is to have great two-way communication so we can all become the best we can be.



Susan won the Chamber award for Volunteer of the Year. Congratulations!

## WELCOME NEW EMPLOYEES

No new employees! However, Amy has moved from PT to FT, so we will be seeing more of her. We do have one employee who is moving on, Angela's last day will be just after Thanksgiving. We wish you the best.

*Nationwide, our retirement provider, has a new Financial Wellness Virtual Courtyard. It provides education, resources, tools and products to help at every step along their retirement path — whether it's the beginning of your career or are ready to retire.*

[https://metroconnectionsbooth.com/Nationwide\\_Multi\\_Booth\\_2022/Nationwide\\_Deferred\\_Compensation\\_Plan](https://metroconnectionsbooth.com/Nationwide_Multi_Booth_2022/Nationwide_Deferred_Compensation_Plan)

## CARING TREES

Last year we had some success with our County Caring Trees. This year we are letting each building decide if they would like to do a charity kind of tree or just decorate for the season. The highway dept has already collected a large amount of donations. The courthouse will be soliciting items for the Paulson Air food drive. Please let me know what you decide so we can promote it to all employees.

## HOLIDAYS

Since Christmas falls on a Sunday this year, I wanted to give another reminder of how holidays work for everyone. If a holiday falls on a Saturday, it is celebrated on the Friday before. If it falls on a Sunday, it is celebrated the Monday following. Therefore, most county employees will have December 26 off.

The exception is for people whose departments are required to work on the actual holiday (such as the jail). Those people will consider the actual holiday to be the one celebrated. So, anyone who has to work on December 25 will get time and a half. But if they work the following Monday, it would be regular pay.

We will then see this process again with January 1, so you can plan ahead.

## CONGRATS!

**Upcoming birthdays: Nikki, Linda, and Danna. Celebrate!**

**Anniversaries: No one likes to start a new job in November?**

What did they call the turkey prom? A Butterball! Enjoy yours on Thanksgiving