



**City of Groveport**  
**Human Resources Report to the Mayor and City Council**  
**February 13, 2025**

Human Resources – Joyce Myers, Personnel Director

- Recruiting:
  - Maintenance Worker Parks
  - Seasonal Golf Maintenance Worker
  - Swim Instructor
- Hiring:
  - Patrol Officer – 2 new hires
  - Seasonal Golf Maint. Worker – 2 rehires
  - Facility Supervisor – 1 rehire
- Projects:
  - OHPELRA Conference – Joyce and Annie
  - Soup or Bowl Event
  - Working on updating Policy and Procedures Handbook
  - Increased Pay Scale Ranges
  - Working on Total Compensation Certificates for Employees
  - Working on CMI Explanation of Report List
  - BWC Injury and Illness Report completed
  - Updated Federal and State mandated posters
  - Updated Leave Policy
  - Fun Committee Meeting
  - Working on completing Parental Leave Policy for approval

Please feel free to contact me if you have any questions.

Thank you,

Joyce Myers

Personnel Director