



City of Groveport
Human Resources Report to the Mayor and City Council
September 12, 2018

Human Resources - Sue E Wadley, Personnel Director

- Positions filled:
 - Police - Conditional offers made to two (2) Police Officers
 - Community Affairs – Administrative Assistant – Kristiauna Trelay
- HR is processing end of season summer employees
- Annual employee training for the City Drug Free Workplace Program is underway during the month of September
- Reviewing and revising HR related forms as part of the Code of Personnel Practices and Policies review process
- Safety Committee meeting on regular basis to evaluate training needs to ensure a safe working environment for all employees
- 2019 Open Enrollment planning under way for employee health care benefits

If you should have any questions, please feel free to contact me regarding any Human Resources needs or issues.

Thank you,

Sue