



**City of Groveport**  
**Human Resources Report to the Mayor and City Council**  
**November 9, 2023**

Human Resources – Joyce Myers, Personnel Director

- Hiring:
  - Patrol Officer – 1 hired
  - Front Desk Attendant- 1 hired
  - Facility Supervisor – 2 hired
  - Aquatics Supervisor – 1 hired
  - Officers to Sgt. – 2 promoted
- Recruiting:
  - Patrol Officers Entry Level – Recruiting
  - Patrol Officers Lateral Entry - Recruiting
  - Swim Instructors – Recruiting
  - Lifeguards – Recruiting
  - Front Desk Attendants - Recruiting
  - Economic Development Director – 2<sup>nd</sup> interviews scheduled
- Training:
  - Joyce & Annie attended a Cannabis Conference
  - Joyce & Annie attended Collective Bargaining Conference
  - Joyce & Annie attended OHPELRA Fall Conference
- Projects:
  - 2023 Compensation Study/Survey – Proposed pay scale, position descriptions, Compensation Plan and Updated Performance Evaluation Process - approved
  - Fun Committee:
    - Employee Cookout – 9/20 – Each building participating with their employees
    - Breast Cancer Awareness:
      - Pumpkin decorating contest ends 10/13 - Completed
      - Breast Cancer Awareness ribbons posted at rec center – month of October - Completed
      - Wear Pink Day 10/13 - Completed
    - Halloween - Costume Contest 10/31 - Completed
    - Miles Challenge – Ends 10/31, winners announced on 11/1 - Completed
  - Performance Evaluation information sessions:
    - Completed
  - Preparing for Open Enrollment November 2023
  - Held 2 Retirement Events
- Upcoming Events/Projects:
  - Performance Evaluations and corresponding spreadsheets sent to all management

- Thankful Board posted for employees to state grateful messages
- Thanksgiving Potluck – November 16<sup>th</sup>
- Decorate your space for Christmas Contest December 1 – 7, Judging on December 7<sup>th</sup>
- White Elephant Gift Exchange (Ornaments) – December 14<sup>th</sup>
- Ugly Christmas Sweater/Outfit Day – December 19<sup>th</sup>

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

Thank you,

Joyce