



**City of Groveport**  
**Human Resources Report to the Mayor and City Council**  
**March 6, 2023**

Human Resources – Joyce Myers, Personnel Director

- Hiring:
  - Golf Maintenance Seasonal– 4 hired
  - Grounds Maintenance Worker Full-time – 1 hired
  - Front Desk Attendant- 3 hired
  - Golf Attendant – 8 rehired
- Recruiting:
  - Rec Manager – Recruiting – Reposted – 2<sup>nd</sup> interviews scheduled week of 6/6/23
  - Lifeguard positions – Recruiting
  - Rec Leader positions – Recruiting
  - Front Desk Attendant – Recruiting
  - Aquatics Supervisor – Recruiting
  - Assistant Golf Professional – Recruiting
  - Grounds Maintenance Workers Seasonal – Recruiting
  - Golf Attendants Seasonal – Recruiting
  - Golf Maintenance Workers Seasonal - Recruiting
  - Held open interview session on 2/22/23 at the Municipal Building -6 candidates
  - Recruited at the Groveport Madison H.S., Set up a table with flyers, giveaway, to recruit for summer jobs, 3/2/23 – 6 candidates within 2 days
- Projects:
  - Internal I-9 Audit – In final process stage
  - 2023 Compensation Study/Survey – Met with Clemans Nelson & Assoc. 2/21, bid received for salary survey to be completed by fall 2023
  - Organized Active Shooter and Workplace Violence presentations by Police Dept.in each building/location
  - Organized the Ohio Deferred Compensation Presentation held for employees by our representative. 26 employees were present. Great turnout!
  - Met with Employee Enrichment Committee (FUN Committee) 3/2/23, to plan events for 2023
  - Met with Employee Performance Evaluation Process Review Committee 2/28/23, to compile changes to the evaluation process the committee will recommend for end of year 2023,
- Meetings:
  - Joyce and Annie attended the CORMA quarterly meeting, 2/15/23

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

Thank you,

Joyce