



**City of Groveport  
Human Resources Report to the Mayor and City Council  
November 10, 2020**

**Human Resources - Sue E Wadley, Personnel Director**

- Recruiting for the following positions:
  - Rec Center – Lifeguards – part-time for indoor pool.
  - Rec Center – part-time positions: Rec Leaders, Program Supervisors, etc.
- Positions filled:
  - No Full-time positions
- Continuing to managing COVID related, Worker’s Compensation and FMLA leaves and return to work process.
- Food truck Festival coordinated by the Employee Enrichment Committee (EEC) had 75 employees in attendance. A special thank you to Kathi Wilson for finding and scheduling the Vendors.
- Flu Vaccines – 45 employees participating in the annual flu shot clinic this year.
- The Employee Enrichment Committee is hosting an employee “Wild lights at the Zoo” event this year as part of the annual appreciation program.
- Preparing for Opening Enrollment for employees’ 2021 health care benefits.
- Coordinating the annual performance review process.

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

Thank you,

Sue