



City of Groveport
Human Resources Report to the Mayor and City Council
January 10, 2018

Human Resources - Sue E Wadley, Personnel Director

- 2018 Health Insurance Open Enrollment has been completed and all employees' benefits for 2018 are complete.
- 2017 was a great year for Workers Compensation claims. We only had one claim and it was for a minor injury with no loss time.
- HR update the department Record Retention schedule and will continue to move HR documents to an electronic format
- Assisting the Recreation Center in the recruiting process of a new Recreation Coordinator.
- HR 2018 goals include: focus on the safety committee to continue to have a safe working environment for all our employees, revamping the onboarding process, revising old forms, policy review and recommendation and training and development.

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

Thank you,

Sue