

HUMAN RESOURCES



ACCOMPLISHMENTS FOR 2017:

- Successfully added two paid positions for Wylie Independent School District students in the Transitions to Life adult education program.
- Revamped the city's safety program to include quarterly training by TMLIRP, the addition of local providers for on the job injuries and utilized low to no cost resources.
- Launched an online annual performance review system using automated, cloud-based software that incorporates goal setting and ongoing employee development tracking.
- Implemented the HR Manager module of Incode to centralize employee data.



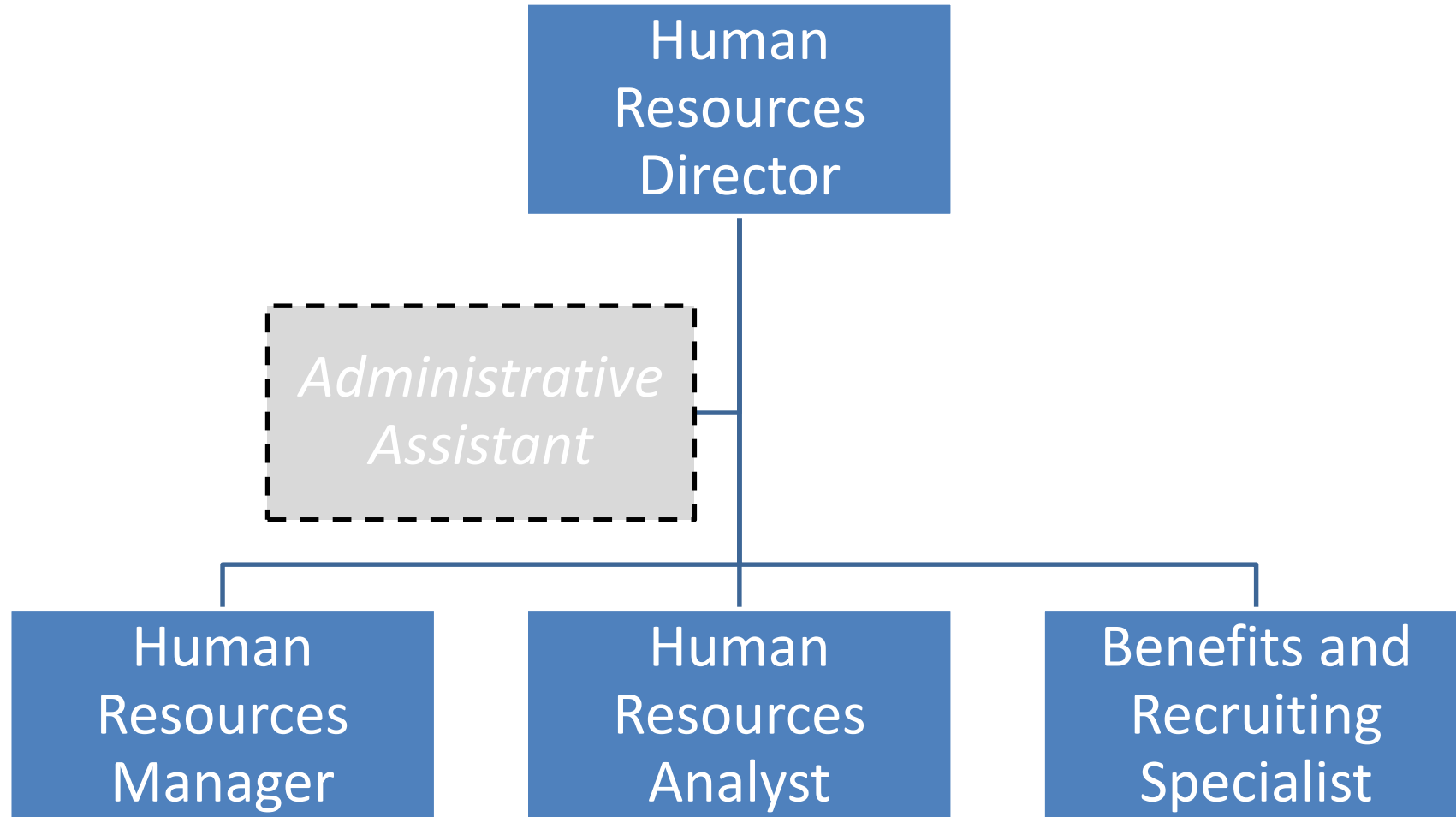
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OBJECTIVES FOR 2018:

- Create an ongoing training calendar with no or low cost training opportunities for employees of all levels. Courses will be facilitated both by internal and external trainers and include various topics related to professional development, safety and compliance.
- Continue to execute review of all positions utilizing work site observations and job evaluation questionnaires to ensure all job descriptions are accurate and employees are performing their job duties as desired by city management.
- Enhance employee communications by incorporating various platforms in order to provide clear and concise information that is informative and engaging.



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THANK YOU

Fiscal Year 2017-2018