HR Liaisons Network Meeting Agenda

DATE: March 7, 2019  ATTENDING: HR Liaisons and HR Staff

I. Welcome & Announcements
   A. Jenna Richards – Employment Specialist
   B. Suphia Safavi – Records Technician
   C. Marlee Johns - Receptionist
   D. HR Communications
   E. FLSA Projection

   Karla McCormick

II. Benefits Updates
   A. End dates for Employees less than 1 year
   B. FMLA Information

   Teresa Coker  Debra Walters

III. HRL Updates
   A. HRL Updates
      i. Next meeting – currently scheduled April 4, 2019
      ii. HR Connect Newsletter
   B. HRL Resources Advisory Council
      i. Meeting – February 12
         1. Internal Job Posting length
         2. HRL Network Administrative Procedure – formalizes the network
         3. FMLA Clarifications

   Leanne Fuller

IV. Policy & Procedures Update
   A. Hardship Policy & Procedures
      i. Governance groups
      ii. website

   Karla McCormick

V. Records Updates
   A. Zjob Epafs – end dates

   Brittany Saliba

VI. Employee Relations
   A. Employee Appreciation Week
   B. Workflow Emails – Initial Training and Probationary Review form

   Sonya Dixon

VII. Employment Services
   A. Assignment of Employment Specialist responsibilities
   B. Internal Job Posting length
   C. Pre-Employment Process (Pre-AU) – pilot Update

   Chris Thompson

VIII. Temporary Employment Services
   A. Revolving Door Provision – State Ethics Commission

   Abbi Brown

IX. Human Resource Development
   A. Overview of Performance Management Training
   B. New Employee Orientation update

   Bill Shannon

X. Q & A

   Karla McCormick