



## “The Center of the State”

A NEWSLETTER FOR EMPLOYEES OF THE CITY OF ASHEBORO

SEPTEMBER 2013

### Pioneer at the Wastewater Plant

**Michele Dawes** is truly a one of a kind employee, being the first woman to ever work at the Wastewater Treatment Facility. She has been with the City of Asheboro for 29 years! Currently her position is the Technical Services Manager at the Wastewater Treatment Facility. What makes **Michele** truly a one-of-a-kind employee is not just her work dedication to the City of Asheboro but also her genuine love of Asheboro itself. In her spare time, **Michele** enjoys spending time with her family and friends. She has two children, Katie, 25, and Patrick, 21. Along with taking care of her family, **Michele** also volunteers her time to the RSVP productions, the CUOC and her church. She also enjoys taking culinary classes at GTCC with her friends and watching movies in theaters.



As an employee of the City of Asheboro, **Michele** is also on the Safety Committee, Accident Review Committee, Wellness Committee and the Development Review Committee. Although **Michele** started out as the only woman at the Wastewater Treatment Facility, she has become friends with her co-workers and enjoys working side-by-side with them to complete everyday tasks. During her everyday tasks, **Michele** utilizes her Bachelor of Science in Biology and her minor in Chemistry from Belmont Abbey College. **Michele Dawes** is truly a caring and compassionate person and loves being in and working for the City of Asheboro.

### YEAR 2—PAY AND CLASSIFICATION STUDY CALENDAR OF PROJECT EVENTS

September 2013

Job questionnaires distributed to employees

October 2013

Job questionnaires due to Human Resources

November 2013 through February 2014

Employee interviews conducted

March 2014

Meetings with department heads to discuss preliminary recommendations

April 2014

Final findings of study delivered to city officials

July 2014

Information about adopted changes distributed to employees

### CITY PREPARES FOR YEAR 2 OF OUR 3-YEAR CLASSIFICATION AND PAY STUDY

As you will recall, in 2009, the City Council approved a long term human resources project. The project is called a classification and pay study. It is a review of all the jobs employed in city government and comparison of those jobs to other similar jobs in the greater labor market. The goal is to ensure the competitiveness of our pay plan and the accuracy of job information and classification. We finished the first 3-year cycle of the study in 2012, and are now entering Year 2 of the second 3-year cycle.

Positions that will be studied in 2013-2014 are as follows:

**City Manager's Office:** City Manager

**Building Inspections:** Chief Building Inspector

**Engineering:** City Engineer

**Environmental Services:** Environmental Services Superintendent

**Facilities Maintenance:** Cultural and Recreation Services Director, Facilities Maintenance Superintendent

**Finance:** Finance Director

**Fire:** Fire Chief, Deputy Fire Chief, Assistant Fire Chief (Administrative), Assistant Fire Chief (Safety), Assistant Fire Chief (Training), Fire Captain, Fire Lieutenant, Firefighter II, Firefighter I

**Fire Inspections:** Chief Fire Inspector, Fire Inspector

**Fleet Maintenance:** Fleet Maintenance Superintendent

**Human Resources:** Human Resources Director

**Information Technology:** Information Systems Director

**Legal Services:** City Attorney

**Operations:** Public Works Director

**Planning:** Community Development Director

**Police:** Police Chief, Assistant Police Chief, Police Major, Police Captain, Master Police Lieutenant, Police Lieutenant, Master Police Sergeant, Police Sergeant, Master Police Officer, Police Officer II, Police Officer I

**Recreation Services:** Recreation Services Superintendent

**Street:** Street Superintendent

**Systems Maintenance:** Systems Maintenance Manager

**Technical Services:** Technical Services Manager

**Water Resources:** Water Resources Director

**Wastewater Treatment Plant:** Wastewater Treatment Plant Manager

**Water Quality:** Water Quality Manager

**Water/Sewer Maintenance:** Water/Sewer Maintenance Superintendent

**Water Treatment Plant:** Water Treatment Plant Manager

Employees will again be asked to complete a questionnaire describing their jobs and how they complete assignments.

Employees are asked to describe their work and tasks, how often they do those tasks, and how time consuming each task is. Employees will answer questions about the kinds of public interactions that occur in their work, how they are supervised, and the knowledge, skills and abilities that are needed. Some employees will be selected for interviews with the analysts from the Piedmont Triad Regional Council. These interviews are an opportunity to discuss your job and are used by the analysts to confirm their understanding of organizational structure and the nature of work in Asheboro.

Employees who have the same job as another employee may complete a questionnaire together. Questionnaires are turned into your supervisor for review and completion of the supervisor's section.

The study compares the work being performed in Asheboro to other public employers in our region. The study ensures equal pay for equal work, compliance with the Fair Labor Standards Act and establishes some fundamental information for making other human resources decisions.

Employees will be notified in July, after the adoption of next year's budget, regarding any changes to their job title and pay.

If you have any questions about the study, or if you would like a listing of which positions have been studied each year, please contact Myers Johnson, Human Resources Director at 629-2037, ext. 4; or mjohson@ci.asheboro.nc.us.

## Welcome to Our New Employee

### Operations

**Steve Wood**— Construction Inspector II (Part-Time)

## New Arrival !!!

Congratulations and best wishes to **Jeremy Callicutt** (Police), and his wife, Megan, on the birth of their new baby boy, Jaxon Remington, who arrived on August 11.



## September Birthdays

|                    |                   |
|--------------------|-------------------|
| Greg Auman         | Lee Leach         |
| Anthony Auman      | Josh Macon        |
| Herbie Bowman      | Brenda McMasters  |
| Bobby Cain         | Jim Mendez        |
| Jeremy Callicutt   | Arthur Milligan   |
| Gene Cooper        | Brad Morton       |
| Trona Cranford     | Johnny Murray     |
| Sandy Crater       | Steve Paye        |
| Mark Crotts        | Carl Perdue       |
| Ricci D'Angelo     | Noah Phillips     |
| Daryl Farlow       | Dwayne Ritter     |
| Jordan Frost       | Marty Satterfield |
| Michael Fulk       | George Saunders   |
| Tracy Garnett      | Wendy Sawyer      |
| Jeremiah Hardister | Judy Smith        |
| Kevin Hardister    | Eric Snodgrass    |
| Tony Hasty         | Stephen Springs   |
| Jacob Helms        | Korey Sullivan    |
| Scottie Hicks      | Todd Swaney       |
| Joe Hunt           | Mike Woolard      |
| Clay Hutchins      | Maxine Wright     |
| Reagan Kindley     | Keith Yow         |



## September Service Anniversaries

### 20 Years

**Max Hooker**— Fire

### 15 Years

**Robbie Brown**— Police

**Tony Fruitt**— Fire Inspections

### 10 Years

**Lorie Johnson**— Police

**Lee Leach**— Water Maintenance

### 5 Years

**Ruby Hunter**— Police

**Chuck Jordan**—Systems Maintenance

**Tommy Joyce**—Wastewater Treatment Plant

## Promotions

### Operations

**Todd Barnes**— Cemetery/Utility Location Supv II

### Police

**Bennie Davis**—Police Sergeant

**Jay Hanson**— Police Lieutenant

**Byron Hill**—Police Sergeant

**Ron Horrell**— Police Lieutenant

**Mark Lineberry**— Police Captain

**Jim Smith**— Police Major

**Eric Snodgrass**— Master Police Officer

**Matthew Vann**—Master Police Officer

## Condolences

We offer our deepest sympathy to **Travis Curry** (Police), upon the death of his stepmother, Diane Chavis, who passed away on August 16.