



Human Resources

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To: Ryan Spitzer, Town Manager
Members of the Town Council

From: Linda Gaddy

Date: 10/28/2025

Re: Human Resources Monthly Report

Ryan,

Enclosed is the Human Resources Department Monthly Report for the month of October 2025.

New Hires:

Robert Ashman, Part time Park Aide
Domnic Pillo, Probationary Police Officer

Resignation/Termination:

Shaquille Burke, Police Officer
Jonathan Clary, Firefighter Driver

Retirements:

Linda Gaddy, Human Resource Director

Transfers:

none

Promotions:

none

Current Openings:

Police Officer: 3 openings for lateral hire, receiving applications.

B.L.ET. Police Trainee, interviewing

911 Telecommunicator, 1 opening after a trainer becomes available, receiving applications

Human Resources Director, offer accepted

Public Works – Maintenance Technician, interviews in progress

Parks & Rec – P/T Recreation Assistant, accepting applications

Public Works – Building Maintenance Supervisor, interviewing

Firefighter Driver, posting job opening

Departmental Update:

Employee Appreciation and events:

Staff attended a showing of the movie “Roofman” that was filmed in Pineville last year. One complimentary ticket was provided to each employee for Friday October 10th at the AMC Theater, Pineville.

The Town’s Trunk or Treat event was Friday October 24 from 5:00 – 6:30 pm. Employee groups decorated their trunks and donned costumes to greet and treat many families and trick or treaters.

The annual Holiday Party is planned for Friday, December 19th at 11:00 am at Spare Time Entertainment. Please plan to join us!

We continue to reward police officers who achieve an NC Law Enforcement certificate or an education degree with additional pay, as well as those internal second language interpreters with additional pay, and recognize all kinds of staff achievements in the employee newsletter The Pine Needle every month.

We utilize The Pine Needle to recognize employee accomplishments and special life events, announcements and reminders of important events and dates, and to share wellness and other resources with staff. It is also a great way to recognize our employees’ heritage during months like Hispanic Awareness month.

Recruiting:

We are seeking three experienced Police Officers and several B.L.E.T. trainees for the next class session. We also have a few trainees attending B.L.E.T. classes that in June and July. We have an offer accepted for our next Human Resource Director. Looking to replace a Public Works Maintenance Technician, a Parks & Rec P/T Recreation Assistant, and a Public Works – Building Maintenance Supervisor, as well as Firefighter.

Wellness:

We are encouraging employees to get influenza vaccinations by providing paid time to go get the vaccination nearby. We do not have a large enough group to get a provider to offer these on-site, but health insurance does cover the cost.

We continue to issue reimbursements to employees through the wellness benefit which rewards and encourages healthy living (physical, financial and lifestyle wellness). Budgeted wellness dollars reimburse employees for approved expenses in a wide range of categories to fit all lifestyles. This has been a popular program, therefore we have continued it this year. This encourages the staff to take care of themselves, which also benefits the Town in many ways from lower turnover, higher productivity and less missed work, as well as lower medical claims.

We are also planning a new employee resource group that will be formed to get employee feedback and ideas for wellness and appreciation needs and ideas. Representatives of each employee group would meet once a month to develop plans for both wellness and appreciation and how best to

communicate and involve all staff. Various staff have shown interest in different wellness initiatives, so this group will focus on finding out what is top priority for our staff.

The next Destress and Refresh event is planned for November.

Safety:


We had one incident in September, deemed not preventable with property damage only.

The hearing test van was here in September which conducted annual hearing tests for those who operate equipment that can affect their hearing. Everyone who tested is receiving their results with any recommendations for follow up with an audiologist.

Our safety consultant conducted our annual mock OSHA self-inspections. Most all departments showed zero safety concerns. Safety equipment inspections by our vendor were conducted on October 9th at all of our facilities. Recommendations for equipment repairs are being made to AEDs and fire extinguishers.

All staff are completing cyber security user safety training this month. This is new training for our existing staff. It will also be required training for all new hires to reduce the risk of data breaches.

The Town is in the process of applying for Safety matching grants from the North Carolina League of Municipalities. Any approved grant funds will help us improve safety and security in one or more of our departments.



**Did you know
"Roofman" was filmed
in Pineville last year?**

**The movie comes out on
October 9, and we want
to see the movie with
you!**

**Friday, October 10th at 3:45 PM, Town employees
are invited to come to the AMC Theater in Pineville
and enjoy the movie as a team!**

**If you are interested in attending, please email Kayla
by Monday, October 6th to confirm your ticket!**

kpatone@pinevillenc.gov
Excludes tickets for non-employees and concessions



*Parks Recreation
Best Employee Trunk!*

Town of Pineville

Annual Holiday Party

December 19th, 2025

11am-2pm

Spare Time Entertainment

Join us for good food, a few well-deserved awards, and a chance to win some exciting prizes.

Save
the
date

