



Human Resources

Linda Gaddy, PHR SHRM-CP MSHR
lgaddy@pinevillenc.gov
(704) 889-2362

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

From: Linda Gaddy

Date: 1/6/2025

Re: Human Resources Monthly Report

Ryan,

Enclosed is the Human Resources Department Monthly Report for the month of December 2024.

New Hires:

Marcus Bedford, Administrative Assistant, Police Dept.
Michael Soto, rehire Police Officer
Ramon A. Salas, Police Officer Trainee (B.L.E.T)
Andrew R. Ferrer, Police Officer Trainee (B.L.E.T)

Resignation/Termination:

none

Retirements:

none

Transfers:

none

Promotions:

Tyler Griswold, from Police Trainee (B.L.E.T) to Police Officer

Current Openings:

Police Officer: 2 openings for lateral hires
B.L.E.T. trainees, 2 sponsored for January class start
911 Telecommunicator, 1 opening, accepting applications

Departmental Update:

Employee Appreciation and events:

The Holiday Party was held Friday Dec 20 at 11:00 am at Spare Time Entertainment. Everyone enjoyed wearing an ugly sweater, lots of door prizes, arcade game play cards, party food, bowling on our private lanes, awarding of landmark years of service awards, and recognition of the department

that collected the most food donations. Those working on duty who could not attend had their own prize drawing and party food.

Town departments also participated with PCS in collecting food donations for Pineville Neighbors Place. The department who collected the most weight by Dec 20th was declared the winner of this year's collection contest and recognized at the Holiday party. First place went to PCS with 173.4 lbs.! PCS's winning donation was recognized with a department pizza party.

A holiday gift was delivered to each employee on Dec 12th by the Town Manager and the H.R. Director.

Safety:

The Town has applied for Safety matching grants from the North Carolina League of Municipalities. If all requests are approved, the funds will improve safety and security in two of our departments.

Two minor incidents to report this month due to non-preventable normal police officer operations.

Annual online safety training courses have been assigned to all employees to be completed in the next two months, along with annual harassment prevention training.

Recruiting:

We are still seeking experienced Police Officers, BLET police trainees, and one more 911 Telecommunicator when we have a trainer available again. All trainers are occupied with training the most recent hires. All other departments are fully staffed.

Compensation Study:

Work continues with Baker Tilly consultants who are completing a compensation study for the entire Town. The Baker Tilly team has collected managers' and H.R. input, collected market survey data, and analyzed job descriptions, and has analyzed our pay plans. They have presented their findings and recommendations to leaders and to Council. The recommended scenarios and options have been approved and have moved to the planning and execution stage. One more set of final presentations to employees will be made by our Baker Tilly consultant in mid January. Policies and procedures surrounding the changes to compensation plans are being evaluated for any needed revisions. New pay plans are effective March 5, 2025.

PCS 11th Annual
**HOLIDAY
FOOD DRIVE**
ACCEPTING DONATIONS
UNTIL DECEMBER 18TH



Winners for 2024

First Place:

PCS with 173.4 lbs!!!

Other Departments Collections:

Public Works with 144.54 lbs

Town Hall with 78.2 lbs

PD Admin with 141.9 lbs

PD CID/CRU with 46 lbs

Thank you to all who donated!
We will see you again next year!