



Human Resources
Teesha Boozer, MSTOD, PHR
tboozer@pinevillenc.gov
(704) 889-2362

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

From: Teesha Boozer

Date: 2/5/2026

Re: Human Resources Monthly Report

Ryan,

Enclosed is the Human Resources Department Monthly Report for January 2026.

New Hires:

- a. Temp - Jill Snyder - Recreational Assistant, Parks and Recreation
- b. Temp - Antonio Corrodo, BLET, Police Department
- c. Rehire/Temp: Vincent Eggleston, Parks Maintenance Tech, Parks and Recreation

Resignation/Termination:

Latricia Clark 1/31

Retirements:

None

Transfers:

None

Promotions:

None

Current Openings:

- **Police Officer:** 4 openings for lateral hire/BLET, receiving applications
 - **911 Telecommunicator:** 3 opening, receiving/reviewing applications
- **Public Works- Maintenance Technician:** Reviewing Applicants
- **Public Works – Stormwater Technician:** Reviewing Applicants
- **Public Works Administrative Assistant:** Reviewing Applicants
- **Fire – Fire fighter Driver:** Paused, intend to reopen process for new pool in February.

Departmental Update:

Employee Appreciation and Events:

There were no events for the month of January. Employees are getting back into the swing of things after the Holidays and the additional days out for weather. The next Destress and Refresh Wellness event is planned for February 2026.

Wellness:

We continue to process reimbursements under the employee wellness benefit, which supports physical, financial, and lifestyle wellbeing. Employees may claim up to \$600 in approved reimbursements per fiscal year.

Safety:

We held our first Safety Meeting of 2026 in January. Because a meeting was not held in December, we reviewed a total of five incidents spanning both months. Of those, two were determined to be preventable and three non-preventable. The safety team received a refresher on incident reporting procedures and appropriate actions during emergency situations. Our next Safety Meeting is scheduled for February 25, 2026. Additionally, the Human Resources team met informally with the department's safety representative to introduce the new Human Resources Director and to discuss upcoming compliance needs.

Recruiting:

Human Resources has met with the Pineville Police Department and will continue ongoing collaboration to strengthen our ability to attract high-quality talent. We are actively partnering with job boards and recruitment representatives to ensure our postings are competitive, visible, and reaching qualified candidates. We are also exploring additional outreach avenues to better engage and connect with top talent.

In addition, we are working to streamline the onboarding process to make it more efficient and user-friendly for both candidates and hiring managers. Our goal is to create a smoother, more welcoming onboarding experience that sets new hires up for success from day one.

Performance Management:

Mid-year performance check-ins will conclude through mid-February. Managers are encouraged to meet with their team members to review progress and ensure they remain on track to meet their established goals. Sworn officers and firefighters will continue to receive their annual performance evaluations on their respective anniversary dates.