



RISE TOGETHER - MAY 29, 2024

SPOTLIGHT ON POLICY

Summer – and the hot weather – are here, and it’s a good time for a few reminders about attire.

We work hard to enrich the lives of our residents, and it’s important that our team members represent the department in a professional and positive manner. That includes the attire we wear to work.

The Dress Code Policy is designed to clarify expectations around attire. Here are a few highlights:

- You’re encouraged to wear departmental apparel outside of work to promote the department and its events. However, please remember that you should NOT wear department and City apparel at inappropriate places such as political activities, protests and bars.
- If you work in the 1111 office, you should wear professional business casual attire appropriate to your position.
- If you may influence the determination of a contract with a vendor, you should not wear clothing, footwear or headgear that contains the name of an organization that the City contracts with or uses as a vendor.
- If you have been issued a uniform, you should wear the provided pieces, and they should be clean and unaltered.
- If you’ve been issued personal protective equipment, you must use it as directed; this is important to ensure your safety!

Please take a moment to review the [Dress Code Policy](#) to ensure you’re familiar with it.

To access the full policy manual, go to the [intranet’s CRPD page](#) and click on the [Administration box](#). You can search for a specific policy on this page.

**You must be on the City network to access the intranet. If you need a copy of the policy, please talk with your supervisor or your HR representative.*

NEWS AND INFORMATION

UPDATE ON TIMECLOCKS: NEW TIMEKEEPING SYSTEM ANTICIPATED TO START THIS FALL

You may have heard that HR is implementing a new timekeeping system that will be integrated with Dayforce. While we don't have all of the details, we wanted to share an update on what we do know.

Under this new process, ALL overtime-eligible, part-time, and seasonal employees will clock in and out in real-time using time clocks, tablets or mobile access rather than paper timesheets.

The new process has several benefits: One, time will be accurately recorded, and there will be less room for errors. Two, payroll will take less time, creating efficiencies. Three, the elimination of paper is core to our mission and commitment to conservation—eliminating paper is good for the environment!

We anticipate using time clocks after the summer; this will allow us to get through our busiest time of the year before making a big change. Before we do, we will hold in-person training for managers and timekeepers to ensure they're prepared to answer questions and support their teams; watch for an email to register. We'll also share more information with all staff so everyone is prepared for this change.

Please remember that implementing the new timekeeping system involves several steps, and our date may shift. Watch the newsletter for updates and information.

**Supervisors, please share this update with your team to ensure everyone receives this information.*

FIRST CREATE CULTURE WELLNESS CHALLENGE WRAPS UP

The CREATE Culture Committee recently hosted a Wellness Challenge to encourage healthy activities. 42 people and 5 teams participated. Teams tracked their progress toward healthy habits. Participants also had the opportunity to participate in group activities, including a glass fusing class at Tuttle Community Center, lunch walks, archery and a yoga class. [Check out photos from the activities.](#)

Congratulations to the teams who earned the most points!

Weekly Winners

- **Week 1:** Community Fit Crew
- **Week 2:** Strategic Wellness
- **Week 3:** WeLoveSwimming
- **Week 4:** Strategic Wellness

Category Winners

- **Sleep:** WeLoveSwimming
- **Water:** Community Fit Crew
- **Fruits/Vegetables:** Community Fit Crew
- **Stretching:** Strategic Wellness
- **Low and Moderate Activity:** Let's Get Fi-sical
- **Aerobic Activity:** WeLoveSwimming

- **Strength:** WeLoveSwimming
- **Mental Health:** Let's Get Fi-sical

Watch for more events and activities hosted by the CREATE Culture Committee!

COLUMBUS CREW IS HOSTING A FREE WATCH PARTY THIS SATURDAY

The Columbus Crew will face Mexican side Pachuca this Saturday, June 1, to determine the winner of the 2024 Concacaf Champions Cup. Although the Crew will be playing in Mexico, the club is hosting a FREE watch party at Lower.com Field's Chase Plaza and everyone is invited!

If you're interested in attending and cheering on the reigning MLS champions, [get up to eight free tickets online!](#) Doors for the event open at 8 p.m. ahead of a 9:15 p.m. kick-off. Everyone is invited so feel free to share the link.

6/10/2024

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6



There are no events on this day.

REINVESTING IN YOU

This year, one of our areas of focus is reinvesting in our staff. In this section, we highlight some of the ways you can grow, personally and professionally, and celebrate those who have reached a professional milestone.

TRAINING

- [Annual Ethics Training: 50 Years of Promoting Governmental Ethics](#): This one-hour online course is available through the Training Gateway. If assigned, you must complete the training by July 29.

PROFESSIONAL ACHIEVEMENTS

[Have you recently earned a degree, award or certification? Let us know, and we will share your accomplishment in the newsletter!](#)

STAFF SPOTLIGHT

JODIE SMITH

SHE/HER/HERS



Section: Aging Program Care Coordinator, COAAA

Length of employment: 29 years

What’s your favorite aspect of working for the department? I like that our services/programs are available for all people and that families can often participate together.

What’s your favorite project? Every year, COAAA partners with LifeCare Alliance to distribute Farmer Market Coupons to local seniors. I enjoy helping with the distribution day and with delivering produce boxes to those who chose that option.

What’s your favorite ice cream? Peanut butter chocolate chip

What’s your favorite book or movie? You’ve Got Mail

What’s one piece of advice you’d share? Be kind to people. Someone else’s bad behavior doesn’t have to ruin your day.

Nominate A Coworker for the Staff Spotlight

[Fill out this form to nominate a coworker.](#) They will be notified that they were nominated in order to answer spotlight questions.

ARCHIVE

2024



2023



2022



NATURE

[Nature](#)

[Conservation](#)

[Educational Gardens](#)

[Nature Preserves](#)

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