

INSIDE THE 105

December 2017



City of Yelm Newsletter

From the Desk of Michael Grayum, City Administrator

Happy New Year

We have accomplished so much in 2017 and I want to thank you all for your hard work and collaboration. Looking forward, our focus for 2018 is to establish the processes, policies, and systems for continued success. The year ahead will be a foundational time for us as a City. It will require patience and perseverance as we focus on implementing the priorities in the 2018 budget and start developing a long-range vision for Yelm in 2025. Nothing worth doing is easy or without challenges, so let's all embrace the New Year, dream bigger, live better, and continue making a positive impact. We hope you had a wonderful holiday and wish you all the best in the New Year. Let's make 2018 our best year yet!



Employee Appreciation

We hope you enjoyed our second annual 'Thanksmas' employee appreciation event where we strive to honor and appreciate your hard work. We value each and every one of you and will use this newsletter to highlight some of the important work you do. To that end, we want to give a special shout-out to Ashlee Sund who has stepped up to handle the responsibilities of the Utility Clerk while maintaining all her other full time duties in the Finance Department. Like Ashlee, we look forward to filling this vacancy and are excited to have some great applicants. The hiring process takes time and Ashlee has been instrumental in maintaining stability as the backup to this important role. Please join us in saying thank you to Ashlee!

HAPPY BIRTHDAY

Dec. 13th – Jason Hardy
Dec. 19th – Michael Grayum

Jan. 1st – Chad Bedlington
Jan. 17th – EJ Curry
Jan. 28th – Tom Meyer
Jan. 30th – Randy Hatch

Helping Employees Achieve Their Goals – Personally and Professionally

We are excited to be hiring and I am meeting with all new team members every 30, 60, and 90 days as part of a new on-boarding process. The goal is to knock down any road blocks related to their transition and forge a more connected workplace culture from the start. Some of the questions I ask are: What are your goals? Where do you want to be in five years? How can we help get you there? We want to help all employees achieve their goals, so if you are interested in having this conversation with me, please schedule time for us to connect. It doesn't matter if you are our newest or most senior employee, my door is always open. Together we can identify your goals, pick one together and develop a plan for you to accomplish it.

Goal Setting Success

To help us make 2018 our best year yet, here are three tips for setting goals:

- ✓ Develop a crystal-clear picture for the result of each goal in your mind and write it down where you see it consistently.
- ✓ Take measure of your progress and adjust your actions accordingly.
- ✓ Maintain a positive mindset, manage your emotions, have an attitude of gratitude, and make every day a great one!

New Sick Leave Law

The Washington State Sick Leave Law was recently changed and goes into effect Jan. 1. All employees must be notified by March 1 and we plan to send out a detailed memo about the changes very soon. In the meantime, we wanted to provide you with the website below with information about the changes. We will also be updating our personnel policies to reflect the new law and will work with the unions to make any necessary modifications to the collective bargaining agreements. Department managers will also be briefed so they can help inform and support all employees. Please stay tuned.

http://www.lni.wa.gov/workplacerrights/leavebenefits/vacaysick/employerinfo.asp?utm_medium=email&utm_source=govdelivery

Managing Stress

During the holidays many people can experience significant feelings of stress and unrest. This is especially the case during intense transitions like the City has experienced these past two years, in addition to the uncertainty of political elections, stress of union negotiations, and hard work giving the City budget a major upgrade. As we keep moving forward, it's important to acknowledge the stress and take actions necessary to create the environment we all want to work in, like seeking to understand, embracing curiosity, promoting direct communication, taking appropriate actions for things not in our control, and being solutions focused. At the same time, it is important we discourage and do away with behaviors that detract from the family environment we want to create, like gossiping, spreading rumors, and talking behind peoples back.

Here are some helpful resources available to all employees:

- Talk with your manager, human resources or me at any time.
- Utilize the Employee Assistance Program (EAP), which offers you professional and confidential counseling and assistance.
- Be intentional about taking your two 15 minute rest breaks and tell your managers and team members so you can have uninterrupted time.
- If you have a union-related issue, start by telling your manager so we can get the right people involved and the time pre-approved to meet and promptly resolve any issues.

2018 Employee Benefit Statement

We will send everyone a customized employee benefit statement which summarizes your wages and deductions for 2018, as well as the benefit contributions the City makes for you and your family so you can plan ahead.



Meet Our Newest Team Member

We're excited to welcome Chris Vaccaro as our new Building Official. He joins us with great experience from Les Townzen & Associates where his duties included Code Enforcement, Building Official, and Fire Marshall. Chris is from the Yelm area and impressed us with his friendly attitude and breadth of customer service experience. We are excited to have him on the team. Please stop by and say hello.

Favorite joke:

Sometimes I feel like a bad doctor...
No patients.

Favorite activities:

Play acoustic guitar while my stepdaughter writes stories, follow baseball, cook, get involved with the pursuit that collecting something entails, and Google things I would normally not know a lot about.

Favorite quote:

"It makes me look like a duck in water.
Whatever that means." - Forest Gump

Definition of success:

Success is defined not by the hours you put in, but what you put into those hours.

Favorite vacation:

Visiting the mansion where the first Godfather movie was filmed. My mom told me the Godfather was shot there, so I began looking for bloodstains.