



HUMAN RESOURCES

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide professional, reliable and innovative programs and consultative services to attract, train and retain a high-performing and diverse workforce, within a healthy and supportive work-life balanced environment, while insuring compliance with federal, state and local employment regulations.

Strategic Initiatives/Support Highlights

Governance

- Conducted Customer Experience Training program for all County employees, which provided them the tools to provide the WOW! in customer service.
- Improved the New Employee Orientation process to incorporate Leon County's Core Practices and an introduction to Leon LEADS.
- Redesigned the employee evaluation process to incorporate Leon County's Core Practices and to recognize those employees who demonstrated WOW! in their performance.
- Expanded electronic Human Resources business processes, including applicant tracking, electronic timesheets, and employee self-service.
- Implemented the Value-Based Design Program that offers incentives in the form of reduced health insurance costs for employees participating in County wellness programs.
- Rebranded the Wellness program to "Live Well Leon" and developed the on-line My Rewards Program for employees to track participation in wellness activities.

Contact Us

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ATTRACTING, TRAINING AND RETAINING A QUALITY WORKFORCE

- Encouraged employees to engage in healthy behaviors, which promotes a healthier workplace and reduces employer costs.
 - » The Well-Being Team held the 2013 Annual Wellness Fair in partnership with over 50 participating community and business vendors. Over 450 Leon County government employees attended.
 - » The division held monthly Lunch-n-Learns for employees with professional guest speakers from the health and wellness industry.
 - » Partnered with Capital Health Plan to conduct Health Risk Assessments for Board and Constitutional Office employees.
- Prepared a Domestic Violence, Sexual Violence, and Stalking in the Workplace policy, adopted by the Board, to better meet the needs of victims so they may be successful employees, and to hold perpetrators accountable.



Well-Being Fair Coordinators

Demonstrating Highest Standards of Public Service



Leon County received the Working Well Shooting Star Award at the 7th Annual Working Well CEO Breakfast, for successfully designing and delivering a results-oriented wellness program to employees, based on the Wellness Council of America's (WELCOA's) seven benchmarks. Leon County instituted its wellness program in a continuous effort to reduce healthcare costs and provide for a healthier workforce.

- Leon County works tirelessly in exercising responsible stewardship of the community's resources.
 - » Increased the amount employees with dependent coverage contribute to their health insurance.
 - » Implemented the Banner financial system's Self-Service Module to efficiently provide employees with online access to their personnel information.
 - » Continued to expanded electronic business processes, including the electronic timesheet system which automates the time entry for staff, thereby increasing efficiencies and accuracy.
- Developed the Buddy Program which pairs newly hired senior managers with seasoned employees who can assist them in their transition to the organization by making them feel welcome, answer questions, and understand the value of Leon County's Core Practices and its people focused, performance driven workplace culture.