

Human Resources Update



Upcoming Workshops

April 2, 2008

Deferred Comp Presentation –
401K, 457 and Roth Plan

April 8, 2008

New Employee Orientation
Program – Overview of
Dorchester County Policies and
Procedures

April 27, 2008

Dorchester County Night at the
Joe. - RiverDogs vs. Columbus
Catfish. Contact Tammy in HR
before April 14th if you would like
to attend. **A minimum of 50
people required**

May 6th and May 7th

Harassment Training

County Council Approved Compensation Study

County Council has approved the compensation recommendations made by Lockton for immediate implementation. The option approved will bring all employees to the minimum of their assigned grade, regardless of the increase amount. Therefore, future new hires, hired at minimum, will not exceed current compensated employees. For those that are above the minimum and exceeding three years of service they receive an increase into the range no greater than 10% of their salary. This is only a summary please view the plan in detail on the R drive – 'Lockton Comp. Plan' The HR department received Lockton's spreadsheet on the afternoon of

"Growing our Own Employees"

We have very exciting news we would like to share with everyone. Dorchester County Career and Technology Center and Dorchester County Human Resources Department have developed a partnership - working together to educate, train, evaluate and test our future workforce. In partnership with the Dorchester County Career and Technology School, we have met individually with instructors and explained what skills Dorchester County is specifically looking for in new employees.

Testing will be provided by WorkKeys. WorkKeys is the leading job skills assessment system in the nation, measuring "real world" foundational skills that are critical to job success. Educators use WorkKeys to tailor development plans, certify workforce readiness, and guarantee diplomas. We will

March 28th. When payroll closes today, the HR department will begin hand keying each employee's new title, grade, and new salary to be effective on paycheck dated April 17th. Each employee will also receive a letter from Lockton explaining their new salary and the HR department will provide a detail analysis of your complete benefit package provided by the county in addition to your salary. Good communication from the department head to the employee is the key to the

use this system to determine hiring qualifications and training needs - we hope to match these graduates with our job needs - and -

GROW OUR OWN EMPLOYEES IN DORCHESTER COUNTY!

A **BIG** thank you to the following people for participating in this career services partnership:

- Anne Ayer
- Michael Boatwright
- Jimmy Crepeau
- Suzie Davis
- Kenny Goetz
- Ashley Jacobs
- Wendy Lee
- Brenda Nix
- Mae Taylor
- Tammy Thompson
- Wayne Welch

success of the County's new compensation and classification implementation. We ask all supervisors to learn how this plan was developed so you can completely explain the process to your employees. We hope that each of you will take the time to thank County Council for their efforts in allocating the funds to implement these recommendations as well as the Personnel Committee for all of their hard work and long hours spent on this project.