

# E-Brief 2023



Excellence.....

Innovation.....

Teamwork .....

Integrity .....

Action-Oriented

*Friday, December 8, 2023*



Thank you to all the **volunteers and departments** who contributed to the annual **Franklin Christmas Tree Lighting event**. Thousands attended the event and hundreds commented on our social media with overwhelming approval and enjoyment of this great community event. This is a great kick-off to the holidays for our community and we appreciate our sponsors who help us put this event on for our community! A special thank you also to our **Communications Division (Milissa Reiersen, Monique McCullough, Robert Mott, Stephen Price, and Joey Echeverria)** who plans and coordinates the program and all things behind the scenes. **Great work, team!**

With the new **City Hall redevelopment**, we have an opportunity to plan a new **~1-acre park at 3rd Avenue South and Church Street**. We'll engage the community over the next few weeks. Before that, we want to get feedback from City team members. We really want to hear from you and how you might like to use the future park next door to the new City Hall! Please take the quick survey here:

<https://www.surveymonkey.com/r/CFRC6FM>

**Update from the Leadership Team Meeting:** This week, we discussed upcoming work with the Board of Mayor and Aldermen to update the City's strategic plan, Franklin Forward. The updated plan will have a 10-year planning horizon along with specific priorities/goals for the next 1-3 year period. The Board will kick off the process on Monday, December 11<sup>th</sup>. We also reviewed some upcoming events including a leadership learning session with David Bator, managing director at Achievers Workforce Institute, who will share

insights and research related to employee engagement and belonging. This session will be held on December 14<sup>th</sup> and will include the Leadership Team, assistant directors, and other department leaders across the organization. The leadership team will also have a day-long retreat on December 15<sup>th</sup> at Columbia State. The Holiday Breakfast is set for December 20<sup>th</sup>. Team Talks will return in 2024 and will take place in February. Stay tuned for more on that. Kristine Brock also went over the results of a recent Leadership Team Survey.

### Welcome to our new City team members from last week and this week!



#### **Ben Whiddon, Firefighter, Franklin Fire Department**

Ben is originally from South Georgia and now lives in Giles County. Ben is married and has a newborn baby girl! Congratulations! Prior to joining the City, Ben worked for the Columbia Fire Department.



#### **Kalyn Helton, Executive Administrative Assistant, Administrative Department**

Kalyn is from Chattanooga. She enjoys playing volleyball and listening to live music. Kalyn graduated from the University of Tennessee-Knoxville (GO VOLS!) and previously worked as a flight attendant and an Executive Assistant.

Welcome to the City!!

The **American Red Cross is holding a Blood Drive December 11, 9am-2pm in the City Hall Training Room.** To schedule an appointment please visit [www.RedCrossBlood.org](http://www.RedCrossBlood.org) and enter sponsor code: FranklinTN19 or contact Monique McCullough at [moniquem@franklintn.gov](mailto:moniquem@franklintn.gov). Streamline your donation experience and save up to 15 minutes by visiting [www.redcrossblood.org/RapidPass](http://www.redcrossblood.org/RapidPass) to complete your pre-donation reading and health history questions on the day of your appointment.

**City of Franklin's UNITED WAY Campaign 2023**

**GET INVOLVED! AND EARN A PERSONAL DAY!**

**What are the details?**

- It's easy! Just commit to volunteering 8 hours and giving \$100. You can do it all at once, or spread it out by having just \$4 deducted from each paycheck!
- THEN - the City will give you an EXTRA PERSONAL DAY in 2024!

**How does it work?**

All contributions go through The United Way, and you can choose where your pledge is invested. You can also volunteer with any organization you choose (church, school, nonprofit).

**REGISTRATION DEADLINE: DEC 8, 2023**

**United Way**

**HOW DO I SIGN UP?**

- Fill out the United Way Pledge form and the Earn A Day form -found in the E-Brief and United Way emails or pick them up in the HR office
- Turn your forms in to HR - scan and email to Cara Rives or turn in at the HR Office (by Dec 5th)
- ENJOY knowing you made a difference!

**MORE INFORMATION:**  
heather.hill@unitedwaygn.org  
or cara.rives@franklintn.gov

**TODAY IS THE LAST DAY TO SIGN UP FOR THE "Give a Day. Serve a Day. Get a Day." campaign for United Way!**

This event is one of our best annual traditions here at the City of Franklin. It's a great way to give back to the community and an opportunity to earn an extra personal day for 2024.

**Last year we raised \$18,492.00!! An increase of over \$6,700 from 2021.** We'd love to continue this great trend and beat last year's record - but we can't do it without your help!

#### **Here's how it works:**

If you **give a total contribution of at least \$100** to United Way (I'd challenge you to consider giving the equivalent of one day's pay) and **commit to volunteering at least 8 hours over the next year with your chosen cause** (i.e. - non-profit, church, school, etc.), you can **receive an EXTRA personal day in 2024.** The additional personal day will be awarded on January 15, 2024, and must be used during the 2024 calendar year.

### Here are the details:

- Fill out a 2024 United Way Pledge form:
  - Your 2024 pledge to United Way can take the form of a payroll deduction (spread over 26 paychecks in 2024) or as a one-time payroll contribution, whichever works best for you. The minimum pledge to qualify is \$100. Use the attached form or get a paper form from the HR Office.
- Then, fill out the City of Franklin Give a Day form:
  - We ask that you sign a 2023 volunteer pledge that includes your name, department, and the cause/organization(s) that you are committing to dedicate at least 8 hours of volunteer time (non-work hours) this coming year. The choice of where and how you volunteer is up to you. You may also want to work with other City team members to volunteer as a group. If you are looking for some ideas, United Way has an online volunteer resource: <https://www.unitedway.org/get-involved/volunteer>. Fill out the attached form or pick up a paper from the HR office.
- Once you have filled out and turned in both your United Way pledge form and your COF volunteer pledge form you will be credited with an additional personal day on **January 15, 2024**. The personal day must be used during the 2024 calendar year.

**The “Give a Day. Serve a Day. Get a Day” campaign runs through TODAY.** Both forms will need to be returned to Human Resources. If you are submitting via e-mail, please send both forms to [cara.rives@franklintn.gov](mailto:cara.rives@franklintn.gov) *\*\*NOTE: Every form that is submitted this year will be responded to via email to let you know it has been received. If you submit a form and do not get an email confirmation, please contact Cara Rives in HR.*

Counting down the days...there's less than **two weeks** until the **City of Franklin Holiday Breakfast!**

**The fun happens on WEDNESDAY, DECEMBER 20TH!** We hope you are ready to join us for food, fun and prizes!

### This year's contests:

#### UGLY SWEATER CONTEST:

Open to all! Must be present to enter.

**DEPARTMENT DOOR DECORATING CONTEST: \*\*Update: if your department is interesting in entering, please register with Taylor Powers by 12/12 so we can get a headcount. (due date for photos is still 12/15)**

Theme: "It's the Most Wonderful Time of the Year". ALL departments that would like to enter please submit photos (maximum of 3) to Taylor Powers in HR by the deadline of Friday, December 15th. No video entries, please. ([taylor.powers@franklintn.gov](mailto:taylor.powers@franklintn.gov))

Live judging will also be scheduled for a date between the 15th and the 18th.

### NEW THIS YEAR: HOLIDAY BINGO!!

We are trying something new - good, old-fashioned BINGO! (50 spots available, check in at the registration table to play.)

Win prizes! Have Fun!

### But there's more!!

Guess the number of Holiday Candies in a Jar for a prize!

And additional **Raffle Drawings** to be held during the party!

**See y'all there!**

**The Franklin Police Department is accepting donations for the 2023 Kristi Clark, Carter Oakley Franklin Police Department Toy Drive.** On February 16, 2015, Kristi Clark and her 10-year-old son, Carter Oakley, were hit by a semi and killed after the two got out of their car to help five people in an overturned SUV on an ice-covered I-65, in Franklin. Kristi's dad, Brad Lewis, stays very much in touch with members of the Franklin Police Department. A bond brought about by tragedy has blessed needy families every Christmas since, and all in memory of two good Samaritans who died helping others in need. Brad Lewis, a skilled craftsman, has built 15-wooden toy boxes in his daughter & grandson's honor. Now, Franklin Police Officers want to fill them with gifts for needy Franklin families. **You can leave unwrapped toys for children, ages 1-17, in the Franklin Police Headquarters lobby, Monday through Friday, from 8:00 am to 5:00 pm, between now and **December 15.****

**Dickens of a Christmas is this weekend. Thank you to all the City team members who work to make this a special event for our community.** Enjoy your weekend team! Thanks for *all* you do.



Website: [www.franklintn.gov](http://www.franklintn.gov)

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