



## Friday, March 15, 2024

On Wednesday, March 13<sup>th</sup>, the **Purchasing Team** hosted the **3<sup>rd</sup> annual Retreat on Purchasing and Administrative Best Practices** at the Eastern Flank Event Center. Over 30 of our colleagues attended and studied the topics of Contracts, Timekeeping, Payroll, Common Audit Findings, Requisitions, Purchase Orders, Competitive Purchasing Methods & Online Sourcing Application for Sealed and Unsealed Pricing. It is also a great opportunity to network with team members from across the City. Stay tuned for our Spring 2025 retreat!



The City of Franklin had a scheduled **TOSHA inspection on Thursday, February 22<sup>nd</sup>**. TOSHA usually does inspections annually for any OSHA violations at the City of Franklin. We always know going into an inspection that the inspector will find something, no matter how minor. It's also a surprise where the inspector will want to visit once they arrive. In prior years, we've had anywhere from 3 - 6 violations; some were minor and some required a more intensive mitigation process, but nothing severe/major. This year, TOSHA went to **Fire Station 7** and the **Franklin Police Department**. **For the first time ever, we had only two violations!** One violation was a posted OSHA log from 2022, when it should have been 2023. The other violation was an appliance that was plugged into a power strip when it should have been plugged directly into the wall. I wanted to take this opportunity to brag on our employees – this is definitely a team effort, and it takes all of us to ensure a safe workspace and environment! We truly appreciate everyone's cooperation and support as we make the City of Franklin a safe place to work! I'd also like to specifically thank **Chris Edwards and Ryan Naylor – our Risk Management team!** They did a great job, as always. I'd also like to thank **Mike Stephens and Ryan Schuman from Police and Rip Baxter from Fire!** You represented the City of Franklin and your own departments well!

### Don't forget about these upcoming March Wellness Events:



- **Nutrition Talk**
  - March 20<sup>th</sup>, 11:30 a.m. - (to RSVP - <https://www.signupgenius.com/-nutrition>)
- **Yoga in the Training Room at City Hall from 11:30am-12:30pm.**
  - March 18<sup>th</sup>
  - March 26<sup>th</sup> (Tuesday)
  - April 1<sup>st</sup>

The **Parks Department** is starting a **Trail Series** this month. Most of these events happen at 5:30 so many employees could participate after work. See below for all the trail series dates. Also visit our website at <https://www.franklintn.gov/government/departments-k-z/parks/city-parks-events> for a schedule of events this spring and summer.

**Trail Series:**

The Park at Harlinsdale Farm	March 28, 5:30-7:00pm
The Park at Harlinsdale Farm	April 11, 5:30-7:00pm
The Park at Harlinsdale Farm	April 25 5:30-7:00pm
The Park at Harlinsdale Farm	May 11, 8:00-11:00am

**Welcome to our newest team members:**

**Ryan Milford. Facilities Worker. Parks.**

Ryan is from Chapel Hill, Tennessee. He is married and has 2 kids. Ryan enjoys kayaking, fishing and cornhole tournaments. Ryan previously worked for CMAC Home Services.



**Michael Moynahan. Urban Forestry Supervisor.**

Mike is from Northern California. He has 3 kids and one on the way! Mike enjoys golfing and helping out at his church. Mike previously worked for Davey Tree Experts and is a ISA certified Arborist.



**Cole Canon. Police Officer.**

Cole is from Mississippi. He enjoys hunting, shooting and being with his family. Cole has a Bachelors' in Criminal Justice and is currently in the Mississippi National Guard.

**Ashton Lebel. Police Officer.**

Ashton is from Memphis. He has a cat and a parrot. Ashton enjoys fishing and his favorite teams are the Dallas Cowboys and Texas Rangers. Ashton previously worked at Jonathan's Grille.

Welcome to the City!!

The **American Red Cross** is holding a **Blood Drive on March 25, 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. 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.

**Employee of the Quarter:**

We will continue accepting nominations for the **1<sup>st</sup> Quarter** of the **Employee of the Quarter 2024 Program until March 30th.** You can submit paper nominations by coming into the Human Resource Department within City Hall or via email by filling out the attached nomination form. As a reminder, the guidelines are as follows:

- **Any employee** can be nominated.
- HR will accept unlimited nominations during the nomination window for each quarter.
- **Nomination forms** are attached and will also be available on Inside the City.
- **Two employees will be selected per quarter** by a committee made up of your peers!
- Completed nomination forms can be emailed to [nomination@franklintn.gov](mailto:nomination@franklintn.gov) or by dropping off the form in the HR Office.

**The deadline for submitting nominations for the 3rd Quarter is March 30th!**

Thank you for all that you do! Let's acknowledge and recognize those who are doing a great job at the City of Franklin! Questions? Please contact Cara Rives at [cara.rives@franklintn.gov](mailto:cara.rives@franklintn.gov)!

That's all for now.

Have a great weekend! Thanks for *all* you do!



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

*This message has been prepared on resources owned by the City of Franklin, Tennessee. It is subject to the City's Policy for the Use of Computers, Internet and Email. Messages that are received or created by any City staff member may be a public record subject to Tennessee Open Records Act, T.C.A. §10-7-503, et seq., and the rules of the Open Records Commission. DO NOT COPY OR FORWARD TO UNAUTHORIZED PERSONS. This message may contain confidential information and is intended only for the use of the specific individual(s) to which it is addressed. If you are not an intended recipient of this message, you are hereby notified that any unauthorized use, dissemination or copying of this email or any information it contains is strictly prohibited. If you have received this message in error, please delete it and immediately notify the sender by reply email. Unless expressly stated, this email does not constitute an agreement to conduct transactions by electronic means and does not create a binding contract or enforceable obligation.*