



CHAPEL HILL Towntalk

MAY/JUNE 2017
VOLUME 13 ISSUE 7

You're Invited: Employee Appreciation June 9!

You're invited to the 2017 Employee Appreciation Celebration! Take a break from work and join your co-workers between 10:30 a.m. to 1:30 p.m. Friday, June 9 at the Friday Center, 100 Friday Drive, for delicious food, presentation of



the Cal Horton Service Award, outdoor games, prizes, Family Feud and a photo booth! This special event offers us all a chance to have fun and recognize excellence among our co-workers.

Challenge your co-workers in boat races, cornhole, bowling, basketball, volleyball, fish bowl pong, ladder toss or Connect 4.

The competition is always tough in Family Feud! Teams can have five members (one team per department). To sign up your Family Feud team, contact Amanda Fletcher at afletcher@townofchapelhill.org.



Coming Up

Friday, June 9

Employee Appreciation, 10:30 a.m.-1:30 p.m., Friday Center (see p. 2)
Library Summer Blast, 2-6 p.m.

Monday, June 12

Council scheduled to adopt Town budget, 7 p.m., Town Hall

Thursday, June 15

Movies Under the Stars: *The Mighty Ducks*, 8 p.m., Wallace Deck

Monday, June 19

Wellness@Work Manage Stress Challenge Begins (see p. 6)

Tuesday, July 4

Town Holiday. July 4th Celebration, 7 p.m., Kenan Stadium

WHO WILL WIN THE HIGHEST EMPLOYEE HONOR?

The 2017 W. Calvin Horton Service Award will be presented at noon at the Employee Appreciation event on June 9. This award is one of the highest honors the Town bestows upon an employee. Town Manager Roger Stancil will announce his selection of the award winner, who will receive an inscribed medallion and a \$1,000 cash award.

The seven award nominees were recognized for going above and beyond expectations, setting positive examples in the workplace and earning the respect of their peers.

OUTSTANDING EMPLOYEE RECOGNITION CAL HORTON AWARD



For more information, visit www.townofchapelhill.org/calhortonaward

Join in the fun Employee Appreciation Celebration on June 9!



Nicely done, runners! Congratulations to all of the participants of the Tar Heel Four & Ten Miler! We had a great turnout and a lot of fun (with a few personal records sprinkled in) running throughout our town on a beautiful Saturday.



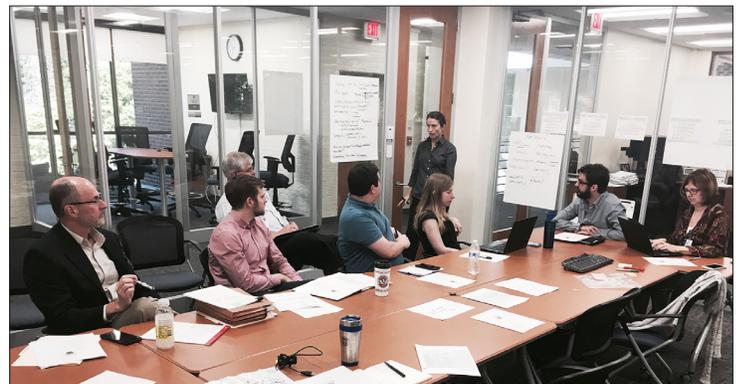
TOWN POLICIES UNDER REVIEW AND REVISION

A Policy Project Team is beginning to review and revise all Town of Chapel Hill policies by December 31, 2017, establish a structure for ongoing maintenance of policies by January 1, 2018, and provide policies in an accessible location to employees throughout the project and after.

“We want to policies to be clear, helpful, and easy to locate and understand,” said Assistant Town Manager Mary Jane Nirdlinger. “Our goal is to centralize information so that employees can access policies and procedures in a single location.

We intend to put in writing previously unwritten ‘word of mouth’ policies and procedures so as to make them official and minimize errors in carrying them out.”

The list of policies that are being reviewed will be announced at the beginning of June. The proposed revisions and schedule for providing comments and feedback will be shared with all employees.



At the end of the project, the team will provide a framework for regular review and updating of policies, to be consistent with our Town core values of Communication and Teamwork.

Learn more at www.townofchapelhill.org/policies



Briefs



Dwight Bassett (Economic Development Office) was awarded the Urban Land Triangle Institute Spring Meeting Public Sector

Scholarship. Dwight will participate in the Office Development Product Council.



Rae Buckley (Manager) has been appointed Director of Organizational and Strategic Initiatives. Her portfolio will include the

Council's strategic planning process and the Land Use Management Ordinance Rewrite.

Tom DiBenedetto (Inspections) graduated on April 28 from Municipal and County Administration, a course designed for city or county officials whose responsibilities require an understanding of functions beyond individual areas of specialization.

The Chapel Hill Transit team (pictured at right) was outstanding at the Regional Bus Rodeo on April 8.

In the Bus Operator category, **Ricky Hunter** placed first, **Tommy Hall** second, and **Akalema Pheribo** third. In the LTV category, **Tasha Harrington** placed first and **Marcus Parker** took second place.



Thanks to everyone who helped with judging: **Travis Parker, Melissa Tillman, Maribeth Lewis-Baker, Don Willis, Tiffanie Tapp, Marvin McGee, Michelle Sykes-Parker, Javius Newman.** Special thanks to **Mark Lowry** for representing Chapel Hill Transit on the Regional Rodeo Planning Team and helping make the Rodeo a success.



Chapel Hill Transit visited McDougle Elementary School on Feb. 21 to teach students about bus safety.

The **Martin Luther King Jr. Employee Celebration Planning Committee** wants your feedback about this year's event, which took place Friday, Jan. 13. We want to hear from those who attended and those who didn't. Please respond by 5 p.m. Friday, June 9. Thank you for your feedback! Take the survey at <https://www.surveymonkey.com/r/V8Q7SCB>



EMERGENCY RIDE HOME

The Town of Chapel Hill is part of the **free** Regional Emergency Ride Home (ERH) Program. This means that if you come to work without your car and suddenly need to get home for an emergency (flu, sick child, etc.) then you can call a taxi and go home at no charge no matter where you live.

Register now, before you need to use the ERH Program, at <http://www.gosmartnc.org/erh>.

If an emergency occurs, log in to <http://www.gosmartnc.org/erh> and print voucher. Present voucher and ID to driver when taxi picks you up (and tip driver).

ERH Taxi Providers

- Taxi Taxi (919-333-3333) (this is usually the quickest to arrive)
- Cardinal Cab
- Dependable Taxi
- Destiny Transportation
- Durham's Best Cab Co Inc.
- E-Z Taxi
- Fleming Transportation

Sorry, Uber is not included.

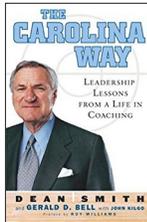
Questions? Contact Len Cone at lccone@townofchapelhill.org or 969-5065.



LEADERS ARE READERS

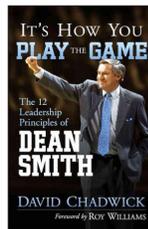
The boys of summer might be stepping up to bat, but there are plenty of us who are still celebrating the boys in blue—Carolina blue basketball uniforms that is. March has turned into June, but lots of folks still have basketball on the brain. If you are looking for inspiration for your life and your leadership development—and your blood runs the right shade of blue—here are few books that might be of interest:

The Carolina Way: Leadership Lessons From A Life in Coaching by Dean Smith



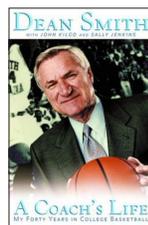
Smith's playbook was focused on practicing, treating all players fairly, and emphasizing teamwork. This book includes his own words and those of former players turned successful business leaders.

It's How You Play the Game: The 12 Leadership Principles of Dean Smith by David Chadwick



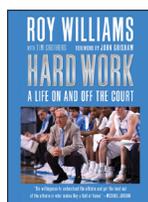
The author played under Coach Smith and writes from an insider's perspective on Smith's influential leadership that developed great leaders on and off the court.

A Coach's Life: My Forty Years in College Basketball by Dean Smith



A legendary life told by the legend himself. This autobiography offers wisdom and leadership lessons.

Hard Work: A Life On and Off the Court by Roy Williams



This book offers insights on how to form and inspire a great team, how to navigate significant change, and how to learn from both great victories and tough losses.

—Susan Brown, Library

Northside Gateway— NC Senator Valerie Foushee, who grew up in Chapel Hill's Northside neighborhood, was among the speakers at the Historic Sunset-Pottersfield Neighborhood Gateway Dedication on April 29. Located at the corner of W. Rosemary and Roberson, the gateway honors our community's Freedom Fighters. The gateway project was a collaboration among the Town of Chapel Hill, the Jackson Center for Making and Preserving History, and St. Joseph's C.M.E. Church.



Ask the Ombuds

RESPECT meets "I Want to Work in a Place Where ..."

Six years ago this country and this community were deep within a recession that hit all of us hard and lasted over several years. Knowing that the Town would be unable during this recession to find the funds to compensate employees for their excellent level of service the Manager's Office did two things:

1) committed to not laying anyone off and to protecting the employee benefit package; and 2) worked to build a repertoire of wellness resources to help every employee be the best they could be. These included the three resources listed on the back of every Town ID: Wellness Clinic, Employee Assistance Program, and Ombuds Office. Chapel Hill is the only municipality in the State that has such a compliment of wellness resources. In addition, the position of Learning and Development was created in HRD to ensure that every employee could find training for professional development and career advancement. And the Manager's Office lived up to their commitment to protect employees and benefit packages.

The year before these wellness resources were rolled out to employees, the Senior Leadership Team and the Employee Forum adopted our RESPECT Values. Our values are the basis for our decisions, they are reflected in our behavior and decisions every day. They are our compass as we work to build a community where all people thrive.

To accomplish this our RESPECT Values are both the standard we strive for and the common language used to get there when we fall short in our relationships. Note that the word used here is "when," not "if" we fall short. Being human, we will fall short, sometimes



even fail, in our relationships with others. And when this happens the goal is neither shame nor blame, but rather to learn from our mistakes and work to reconcile those relationships. And our RESPECT Values are the common language we use to get there!

During this same time period two things came out loud and clear from Town engagements with residents, businesses and employees:

- The community consistently expressed gratitude for both the level of services and the quality of customer services you provided: and
- You said you enjoyed coming to work because you liked the work you do and the people you serve.

When asked what RESPECT looked like to you, again there was consensus: "clarity, consistency and equity" in both treatment and opportunities. You were clear that this included recognition of the value you brought to the workplace – understanding that you are important for achieving our Vision and Mission; believing that you can influence your work and how you do it; and knowing that you will be respected for who you are!

This is what we heard; this is what we did. Yet, being a journey, we have yet to arrive. YOU are necessary in building a community where all people thrive!

— Jim Huegerich, Ombuds

Compliments

Lamont Corbett (Transit) was commended by Dan Bogan for contacting the driver of a bus he needed to transfer to so he could get to the bus in time.

Doris Smith thanked **the Town** for planning and leading the Legion Road charrette. "I was quite impressed and, if nothing else, learned more about what was going on in my neighborhood than I ever could have any other way."

Landscaping crews (Parks and Recreation) were thanked by Brian Litchfield (Transit) for doing landscaping work around the Transit facility.

Dianna Thigpen (Transit) was thanked by Mark Wilson for being courteous and patient. She stopped to pick him up when he could not make it to the bus stop in time. "Her consideration was very much appreciated."

Shanika Nickerson and Richard Roberts (Transit) were thanked by Tony Jeffreys (Police) for stopping to help direct traffic after a vehicle collision.

Deborah Davis (Transit) was commended by Mollie McGuire for returning a lost phone.

Jason Belcher (Police) was thanked by Bridget McEnaney for being courteous and comforting when responding to a domestic violence incident. He made an extra effort to make sure she was safe.

Dianna Thigpen (Transit) was commended by Jan Gjestvang-Lucky for being "friendly, funny, kind, and just all-around awesome!"

Deborah Davis (Transit) was thanked by Hal Beavers for being consistent and supportive during training. "Thank you Ms. Davis! Glad to be on your team!"

Ben Lloyd (Police) interacts with the public (and children in our community) in a positive way. It helps remind us and them that policing isn't all about tickets and arrests but about connection and caring.



Thanks to all Town employees who helped keep Chapel Hill safe during the National Championship celebration on April 3, including Police, Fire, Transit and Public Works.



Dear CHPP,
Just wanted to say thank you for your hard work on Monday night! You all did a great job of keeping everyone safe while letting us enjoy the victory. Keep up the good work and go heels! 😊
Sincerely,
Marilyn W.

NEW DEADLINES FOR LEGAL NOTICES

Deadlines for legal notices have changed. If you need to publish legal notices, please review the How-To Guide on How to Publish a Legal Notice. If you have a notice that needs to be published in the TOWNweek ad in the Chapel Hill News, send it to CaPA by 5 p.m. on Friday a week prior to the Sunday on which you would like the notice to be published.

Other How-To Guides can be found on the intranet, under Published Documents → CaPA → How To Guides

How to Publish a Legal Notice

The Town publishes a weekly advertisement in The Chapel Hill News, a supplement to the Raleigh News and Observer, on Sundays to fulfill the NC General Statutes requirements for legal notices. "TOWNweek" includes official legal notices as well as general information of interest to the public. Many legal notices are required to be published twice consecutively in the same publication with the first publication no fewer than 10 days before the meeting for which they are associated.

Does this matter require a Legal Notice?
If you have questions about public notification requirements for your meeting or activity, contact the Town Attorney to find out whether a legal notice is required and within what timeframe it must be published.

Ralph D. Karpinski, Town Attorney Phone: 919-968-2746 E-mail: townattorney@townofchapelhill.org

If your matter requires a Legal Notice, Contact CaPA
Write your legal notice. Email it and the necessary publication dates to info@townofchapelhill.org. No special formatting is required. **Deadline is 5 p.m. on Friday a week prior to the Sunday** on which you would like the notice published in The Chapel Hill News.

Melanie Miller, Graphic Artist Phone: 919-969-5056 E-mail: info@townofchapelhill.org

What happens if I miss the deadline? You will be required to make arrangements for the advertisement to appear in another newspaper such as the Wednesday Chapel Hill News, the Chapel Hill Herald (Durham Herald-Sun) or The News & Observer. This will likely incur an additional cost that you will need to cover. Please note, legal notices must be published in a newspaper with paying subscribers.

Examples of Meetings/Hearings that require public notice:

- Council subcommittees, boards, commissions and ad-hoc committees
- Public information meetings
- Hearings at which changes to the following will be considered:
 - Ordinances
 - Zoning

This is not an exhaustive list. If you have any questions, contact the Town Attorney.

Reminders
Your responsibility for publishing a notice may also include the following:

- Website calendar
- News release
- Zoning signage
- Postcard notification
- See "How to Schedule a Public Meeting"

Questions? Communications & Public Affairs – publicaffairs@townofchapelhill.org
March 5, 2014

TRAINING CORNER

Defensive Driver Safety Training is required for anyone who frequently drives a Town vehicle, except for employees who have Commercial Driver's License or police officers. The course will be offered June 12, 14, 19, 22 and 23.

Sign up at <https://knowandgrow.csod.com> or send training request forms (available from HRD or at www.townofchapelhill.org/training) to tclark2@townofchapelhill.org.

Questions? Contact 919-968-2748 or visit www.townofchapelhill.org/training



Got Stress? Find ways to reduce and manage stress with the Wellness@Work Manage Stress Challenge. The challenge will begin on Monday, June 19 and end Sunday, July 16.

To sign up for the Manage Stress Challenge, contact Liska Lackey at llackey@email.unc.edu or 919-968-2796.

Are you thinking about joining O2 Fitness?

Permanent employees who have completed the HRA can join O2 fitness for \$5 per month. Family members and employees who have not completed the HRA can join O2 fitness for \$10 per month. To sign up, contact **Alex Terry** (Business Management) at 969-5024 or aterry@townofchapelhill.org.



Helping Employees with Healthy Eating

Avril Rowerdink is a Registered Dietitian and Personal Trainer. She has over 16 years of nutrition

coaching experience in clinical nutrition, sports nutrition, disease prevention/management, weight management, wellness/community nutrition and worksite wellness programs. Her passion for improving the lives of her clients provides her with a unique ability to listen to her clients' needs while offering personalized guidance. Avril can provide comprehensive wellness and weight loss programs.

As part of the Town wellness program, Avril is available for nutrition counseling for many issues such as weight management, high cholesterol, diabetes, and high blood pressure. She provides Lunch and Learns as well, such as one most recently on "The Benefits of Seasonal Produce." To arrange an appointment, call 919-968-2796 or schedule a nutrition appointment at chapelhillwellnessatwork.org.

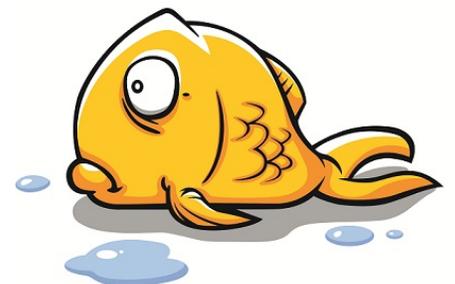
Avril is originally from Newark, Del., and now lives in Raleigh. Her hobbies include running (she recently ran 39 miles on her 39th birthday!), triathlons, cooking and traveling.

MOVIES UNDER THE STARS

This summer, the Movies Under the Stars series features sports-themed movies. The free series will continue through Aug. 17 at 8:30 p.m. on different Thursday evenings each month at the Wallace Parking Deck, 150 E. Rosemary St. Movies and dates will be:

- June 15 – *Mighty Ducks*
- June 29 – *Karate Kid*
- July 13 – *Kicking & Screaming*
- July 27 – *CARS*
- Aug. 10 – *Space Jam*
- Aug. 17 – *Remember the Titans*

www.downtownchapelhill.com/movies



PHISHIN'
DON'T TAKE THE BAIT!

Phishing is a form of social engineering in which ID thieves trick people into providing their personal information by pretending to be someone they're not.



105

surveys received!

Thanks to all who completed our readers survey. Look for results (and the winner of the drawing) in our next issue.

