

# St. John the Baptist Parish



Department of Human Resources Newsletter – 2nd Quarter 2018



- **Pamela Talley** (Animal Control)
- **Tyren Synder** (Health & Human Services)
- **Brian Jenkins** (Human Resources)



- **Kay Ann Ross** (Public Works)
- **Allen Louis** (Public Works)
- **Carl Mason** (Public Works)
- **Donald Brown Sr.** (Public Works)
- **Bryan Madere** (Capital Projects)



## RECENT OPERATOR CERTIFICATIONS

- **Reed Alexander** (Class 3 Wastewater Treatment)
- **Brandon Duhe** (Class 1 Water Treatment, Class 2 Water Distribution)
- **Dominique Narcisse** (Class 2 Water Production)
- **Raydell Patterson** (Class 3 Wastewater Treatment, Class 3 Wastewater Collections)
- **Koi Thompson** (Class 3 Wastewater Treatment)
- **Dustin Williams** (Class 3 Wastewater Treatment)

<b>Frank Wallace</b>	April 4
<b>Franklin Francois</b>	April 5
<b>Edward Morris</b>	April 8
<b>Craig Stewart</b>	April 10
<b>Terrance Placide</b>	April 16
<b>Jacquez Montz</b>	April 17
<b>Donna Echols</b>	April 27
<b>Erica Palmer</b>	April 27
<b>Eric Perrilloux</b>	April 29
<b>Bryan Madere</b>	May 1
<b>Kristi Muller</b>	May 1
<b>Julie Songy</b>	May 2
<b>Rhonda Lemons</b>	May 3
<b>Edward Simpson</b>	May 3
<b>Travis Robinson</b>	May 4
<b>Norma Wolverton</b>	May 8
<b>Graylin Burl</b>	May 9
<b>Marisa Wallace</b>	May 13
<b>Kerry Watkins</b>	May 16
<b>Kay Hymel</b>	May 23
<b>Jasmine Martin</b>	May 28
<b>Tara Lear</b>	May 30
<b>Ten-Speed Caesar</b>	May 30
<b>Cody Morgan</b>	June 1
<b>Armel Perret</b>	June 3
<b>Megan Collins</b>	June 6
<b>Ferdinand Edwards</b>	June 7
<b>Curt Pitre</b>	June 11
<b>Monica Frank-Nicholas</b>	June 11
<b>Jerry Jones</b>	June 12
<b>Bobby Hamilton</b>	June 18
<b>Cara Keating</b>	June 15
<b>Gabrielle Griffin-Cannon</b>	June 19
<b>Shaun Roach</b>	June 22
<b>Michael Whitcomb</b>	June 22
<b>Tracy Perilloux</b>	June 29
<b>Brandon Duhe</b>	June 30

## St. John Parish Administration

**Natalie Robottom** – Parish President

**Laverne Toombs** – CAO

**Stacey Cador** – Director

**Gabrielle Cannon** – HR Generalist

**Brian Jenkins** – HR Generalist

**Jennifer Roussel** – Payroll Clerk

**Bobbie Butler** – Civil Service Administrator

**Lakisha Morris** – Clerk/Receptionist

**Human Resources** – Extension 1177

*The goal of the Human Resources department is to provide unbiased guidance to management as well as employees to foster an understanding and observance of regulatory requirements by all employees.*

**ST. JOHN**  
THE BAPTIST PARISH

*A great place to work,  
live and play!*



# Spring Training

**Training Programs develop the skills of each department making for a stronger team!**



## Utilities

Field employees and management from Water Distribution and Treatment and Wastewater Collections divisions of the Utilities Department were trained by LWCC Lead Safety Services Consultant Darren Kimball, CSP, on limiting weight loads, using the “two-second” rule while driving, safety around rotating equipment, and working at heights safely. Kimball is scheduled to hold similar-type safety meetings on a bi-monthly basis in other Parish departments over the next several months.



## Public Works

Several Equipment Operators and supervisory personnel from the Public Works Department attended the Louisiana Local Technical Assistance Program’s Tractor Mower Safety Training for public works agencies at the Edward A. Dufresne Community Center in Luling, LA earlier this year. The course, designed for operators, foreman and supervisors responsible for the safety, maintenance and operation of industrial and agricultural tractors and mowers used for cutting rights-of-ways, levees, etc., provided an introduction to tractor and mower operations, highlighted common accidents associated with tractor mowers, as well as offered safety tips.

Participants received certificates of attendance and earned professional development hours.



Pictured from left to right: Darryl Forest, Kylund Edward, Alvin Grows, Ferdinand Edwards, Lyndell Charles, Keith Allen, and Sean Leblanc. Not pictured: Charles Elfer and Jaden Robertson.



# Management Training



SJBP Management Team embarked on a multi-session leadership and management skills training course this spring in the areas of effective communication, appraising and validating performance, conflict management, and sexual harassment prevention. Each full day of training, facilitated by C. Harris Companies, Inc., involved case studies and/or interactive exercises ranging from team-building and overcoming communication barriers, to coaching, counseling, and evaluating performance. Participants examined their unique behavioral profiles in-depth and learned how their dominant profile impacts their management style and interactions with others, especially when facing other workplace dynamics.

The course culminated on May 4, 2018 with participants pledging to abide by twelve keys to effective leadership and receiving a "Golden Scroll".



## EMPLOYEE SPOTLIGHT



### Julie Songy

Julie is one of the longest tenured employees at St. John the Baptist Parish. As the Finance Manager, Julie has outlasted several CFO's, ensuring the stability and continued excellence of the Finance Department, which is clearly evident by the numerous awards the Finance Department has received under her leadership over the years. Julie's professionalism and dedication were never clearer when she was asked to assume the role and duties of the CFO position while the Parish searched for a replacement. In her usual manner, she took on the additional responsibilities with a smile and executed them in such a manner that proved how valuable she is to the Parish of St. John.



### Baileigh Helm

Baileigh Rebowe Helm and 40 other business, civic and community leaders from a 10-parish region recently graduated from the New Orleans Regional Leadership Institute (NORLI). Baileigh was selected for participation in the program through a competitive application process and follows the lead of Parish President Natalie Robottom and CAO, Laverne Toombs, who are also graduates.



NORLI is a nine month program designed to promote regional collaboration by providing a network to enhance personal leadership skills while examining issues critical to the advancement of the Greater New Orleans region. It is a true honor to be selected to NORLI and we would like to congratulate Baileigh on her success in this endeavor!



## Healthy Living Corner

Kudos to our employees walking/running in our parish parks before and after work! But don't forget to log your steps in Humana's Go360 app. Go360 lets you rack up rewards for completing healthy activities.

So whether it's yoga, walking the dog, bike-riding, aerobics, or in the weight room, log it in! The more you earn, the more options you have in the Go365 Mall like:

You can even save money when you eat healthier by saving on all "Great For You" foods at Walmart, just by using your HealthyFood Shopping Card!



**Gift Cards & Movie Tickets**



**Go365-compatible devices**



**Electronic devices  
Fitness gear & more!**

## Perfect for Summer Picnics:

### Fresh Fruit Salad

(Prep Time: 15 minutes; ready in 15 minutes)

**Ingredients:**

- 2 cups diced fresh pineapple
- 1 lb. strawberries, hulled and sliced
- ½ pint blackberries, halved
- 4 ripe kiwis, peeled, halved and sliced

**Preparation:**

- Combine pineapple, strawberries, blackberries and kiwi in a large bowl. Serve with yogurt dressing, if desired.
- To make ahead: Refrigerate for up to 2 hours



### Lime Yogurt Fruit Salad Dressing

(Prep time: 5 minutes; ready in 5 minutes)

**Ingredients:**

- ½ cups low-fat plain yogurt
- 1 tablespoon lime zest
- 1 tablespoon lime juice
- 4 teaspoon sugar

**Preparation**

- Combine yogurt, lime zest, lime juice and sugar in a medium bowl.
- To make ahead: Refrigerate for up to 1 day.





## **PUBLIC SERVICE RECOGNITION WEEK**

**MAY 6-12, 2018**

St. John Parish celebrated Public Service Recognition Week with a proclamation from Parish President Natalie Robottom and the Parish Council to show appreciation for all those in the parish who work in countless occupations throughout the public sector. Parish employees enjoyed prize drawings throughout the week.



**No matter how we say it, we can't say it enough!**

*Parish President Robottom and the Administrative Team*



R.S. 42:1170 A (3) requires that each public servant shall receive a minimum of one (1) hour of education and training on the Code of Governmental Ethics by December 31st of each year of employment or term in office. The regulation extends to all public servants including Parish employees (classified and unclassified), elected officials, and advisory board members. Training can be completed by attending a live seminar or online at [www.ethics.la.gov](http://www.ethics.la.gov). Anyone completing the training online should email certificate to [hrdept@stjohn-la.gov](mailto:hrdept@stjohn-la.gov).