

**City of Plano
Employee Suggestion Box Responses
January 2023**

The Employee Suggestion Box is an opportunity for you to provide suggestions of how to improve our current procedures or actions, so that ultimately we can better serve our citizens.

Often it's quicker, easier and more appropriate for you to share your ideas for improvement with your supervisor. Please use your management chain as your first option.

Also, please contact Human Resources directly if you have thoughts or questions about employment law or employee benefits. This route will likely provide you with a response that is quicker and more specific to your needs.

Lastly, you can search for responses to previous employee suggestions by using the search function of teamplano.us. Responses to similar prior suggestions might provide you with immediate answers and insight.

If you have a suggestion for me, you may email your suggestion, in confidence, to empugbox@plano.gov. Thank you for participating in the Employee Suggestion Box.



Below are responses to recent suggestions:

I love that the city of Plano celebrates milestones but could the gift options be updated? A co-worker just celebrated a 5-year anniversary and got a corkscrew, another option was a smoke detector. Or maybe we could offer a gift 'opt out' option and get some vacation hours instead?

Thank you for considering this feedback.

RESPONSE:

Thank you for your suggestion. [Policy 222.000](#) covers the Service Recognition Programs.

The City offers special recognition to regular full-time employees upon reaching their 5th through 40th anniversaries. The recognition includes one day of paid leave for every 5 years of service, an appropriate service year pin and a selection from the current gift catalog that offers 56 options at the 5-year level.

While the gifts offered from the catalog may not represent preferred options for each and every employee, they represent our sincere appreciation for your contributions to the City. We hope that each eligible employee makes a gift selection as a reminder of the City's genuine gratitude for not only what you do, but why you do it.

Human Resources periodically reviews all employee programs and is indeed reviewing the Service Recognition Programs policy now. Plans are underway to introduce new features and gift options along with easier access and navigation of the milestone gift catalog in the near future.

All employees participate in management of the City and are responsible for ensuring quality service. Thank you for making Plano the City of Excellence!

Please print and post the Employee Suggestion Box Responses for those without email access.