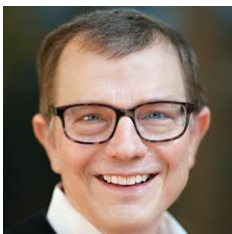


# Your Employee Engagement Team



**Craig Barnes**, *HR Strategic Solutions Manager* 972-941-7614 [cbarnes@plano.gov](mailto:cbarnes@plano.gov)

- > Manage Engagement Division in areas of Human Resources programs such as recruitment, policy formulation and interpretation, employee relations and retention/recognition efforts
- > Lead citywide initiatives focused on improving operational effectiveness of the Talent Management Model
- > Ensure each Talent Management tenets (Acquire Align Develop Retain) supports the City's organizational SERVE values and the Team Plano brand
- > Implement and monitor effective work plans, processes and systems



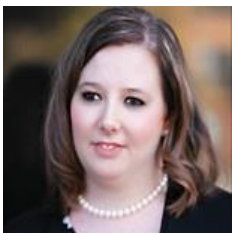
**Mark Stephens**, *HR Compliance Administration* 972-941-7410 [mstephens@plano.gov](mailto:mstephens@plano.gov)

- > Monitor organizational compliance concerning employment law, City policies and procedures with the goal of mitigating employer liability
- > Manage complex and highly sensitive investigations, including allegations of discrimination and harassment
- > Serves as ADA Coordinator (employment related only)
- > Develop and provide formal training to managers, supervisors and employees on employment laws and Human Resources policies
- > Partner with departments to evaluate, develop, and implement departmental operation policies and procedural improvements to ensure effective and consistent Human Resources Management



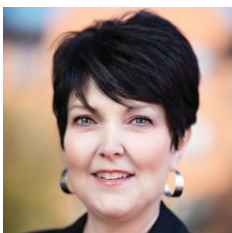
**Judy Reeves**, *HR Analyst, Senior* 972-941-7438 [judy@plano.gov](mailto:judy@plano.gov)

- > Partner with departments on employee relations matters
- > Provide recruiting assistance for Fire-Rescue & Emergency Management > Supervisory training
- Employee Relations Support:** > Animal Services > Budget & Research > City Manager's Office > City Secretary/ City Council > Communications & Community Outreach > Emergency Management > Finance > Fire-Rescue > Human Resources > Legal > Library Services > Municipal Judge/Administration > Neighborhood Services > Parks & Recreation > Convention & Tourism > Planning > Conduct Interviews > Communication Trends



**Amanda Kellam**, *HR Analyst, Senior* 972-941-5411 [akellem@plano.gov](mailto:akellem@plano.gov)

- > Partner with departments on employee relations matters
- > Provide recruiting assistance for Police and for Public Safety Communications > Supervisory training
- Employee Relations Support:** > Building Inspections > Economic Development > Engineering > Environmental Health & Sustainability > Facilities > Police > Policy & Government Relations > Procurement & Project Management > Public Safety Communications > Public Works > Special Projects > Technology Services > Conduct Interviews > Communication Trends



**Kimberly Kreidler**, *HR Analyst, Senior* 972-941-5650 [kimk@plano.gov](mailto:kimk@plano.gov)

- > Provide recruitment assistance for all departments except Fire, Police, Public Safety Communication and Emergency Management
- > Post and manage open positions
- > Attend and coordinate onsite/external recruitment fairs
- > Extend job offers
- > Coordinate pre-employment screenings

# Your Human Resources Benefits Team



**Andrea Cockrell**, *Administrative Services Manager* 972-941-5116 [andreac@plano.gov](mailto:andreac@plano.gov)

Manage Retention Division in areas of Human Resources which oversees the areas of retirement, benefits, compensation and training.

- > Staff liaison to the Risk Pool Trustees, Retirement Security Plan and 457 Deferred Compensation Plan Oversight Committee
- > Responsible for the HR oversight of budget, finance, procurement and internal controls associated with the 457 Plano, RSP, OPEB Trust and Health Claims fund
- > Responsible for marketing and communication strategy for HR Retention items



**Teresa Exley**, *HR Analyst* 972-941-5216 [teresae@plano.gov](mailto:teresae@plano.gov)

- > Administer benefit plans; assist employees and dependents with claims issues and plan changes
- > Administrate Texas Municipal Retirement System (TMRS) and Retirement Security Plan (RSP); meet with employees regarding retirement options
- > Oversee general administration of the 457 Deferred Compensation Plan
- Supports:** > Animal Services > Budget > Building Inspections > City Attorney's Office > City Manager > City Secretary/Records Management > Communications/Media Relations > Economic Development > Emergency Management > Engineering/Facilities > Environmental Health > Finance (includes CUS and Courts) > HR/Risk Management > Municipal Judge > Neighborhood Services > Planning > Policy & Government Relations > Procurement/PMO/Warehouse > PSC > Special Projects/Development Services > Technology Services



**Fannie Layer**, *HR Analyst, Senior* 972-941-5019 [fanniel@plano.gov](mailto:fanniel@plano.gov)

- > Administers benefit plans; assist employees and dependents with claims issues and plan changes
- > Administers Texas Municipal Retirement System (TMRS) and Retirement Security Plan (RSP); meet with employees regarding retirement options
- > Responsible for post-65 retirees and administration of Medicare benefits
- Supports:** > Medicare Eligible Retirees > Police > Public Works



**Julia Cherry**, *HR Analyst, Senior* 972-941-5757 [jcherry@plano.gov](mailto:jcherry@plano.gov)

- > Administers benefit plans; assist employees and dependents with claims issues and plan changes
- > Administers Texas Municipal Retirement System (TMRS) and Retirement Security Plan (RSP); meet with employees regarding retirement options
- > Responsible for pre-65 retirees
- > Oversee general administration of the 457 Deferred Compensation Plan
- Supports:** > Fire-Rescue > Library Services > Parks and Recreation > Pre-65 Retirees



**Michelle Gifford**, *Wellness Coordinator, Senior* 972-941-7227 [michellegi@plano.gov](mailto:michellegi@plano.gov)

- > Develop, implement and maintain Health Promotion/Wellness programs and events
- > Administer City's Premium Incentive Program
- > Responsible for organizing City-wide health education, communication, tools and resources
- > Oversees Weight Watchers at Work programs, flu shots and health screenings
- Supports:** > All Departments

# Your Risk Management Team



**Jim Revis, Risk Manager** 972-941-5651 [jimre@plano.gov](mailto:jimre@plano.gov)

Responsible for protecting the City's financial and tangible assets from losses by managing workers' compensation, insurance and loss control programs, including the management of Risk Loss Fund.

- > Supervise and direct all safety related activities for the City of Plano
- > Manage all Certificate of Insurance requests from procurement.
- > Insure compliance to all State and Federal regulations related to workers' compensation or liability claims
- > Analyze all aspects of Risk Management and propose and measure new techniques to reduce the cost of risk



**Elsa Gonzales, Claims Specialist, Senior** 972-941-5653 [elsag@plano.gov](mailto:elsag@plano.gov)

- > Coordinate the City's Worker Compensation program, payroll for Worker Compensation Modified Duty program
- > Coordinate subrogation and claims recovery efforts for Risk Management
- > Coordinate the day-to day operations of the Third Party Administrator responsible for handling all claims filed against the City
- > Provides technical and administrative support to the Risk Management Division

**Supports:** All Departments

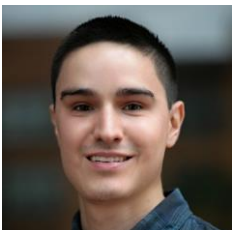


**Tim Billingham, Risk Analyst Senior** 972-941-5658 [timbi@plano.gov](mailto:timbi@plano.gov)

- > Conduct building inspections, accident/incident investigations, ergonomic assessments, safety training and inquires, safety regulation compliance, DOT Random Drug and Alcohol Compliance, insurance review and verification

**Supports:** Emergency Management > Animal Services > Police > Public Safety Communications

- > Public Works > Technology Services



**David Salazar, Risk Analyst** 972-941-5779 [dsalazar@plano.gov](mailto:dsalazar@plano.gov)

- > Conduct building inspections, accident/incident investigations, ergonomic assessments, safety training and inquires, safety regulation compliance, DOT Random Drug and Alcohol Compliance, insurance review and verification

**Supports:** Building Inspections > Engineering > Fire > Human Resources > Library

- > Neighborhood Services > Parks and Recreation

# Contact us



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## **PeopleSoft**

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