



**STATE OF TEXAS
OFFICE OF THE GOVERNOR**

Across this great state, human resource professionals play a vital role in maximizing employer's greatest asset — its workforce.

Through the wide range of vital services they provide - from recruiting new talent, to educating Texans about health and safety, to providing ethics training and more - human resource professionals are committed in their partnership with both workers and employers.

An annual awareness campaign is held during the month of October to highlight the strategic role human resource professionals play in today's workforce.

At this time, I encourage all Texans to recognize the invaluable contributions human resource professionals make in fostering business excellence and promoting prosperity in the Lone Star State. They have established a record of achievement, highlighting the best of Texas.

Therefore, I, Rick Perry, Governor of Texas, do hereby proclaim October 2010 to be

Human Resources Awareness Month

in Texas, and urge the appropriate recognition whereof.

In official recognition whereof,
I hereby affix my signature this the
12th day of October, 2010.



Rick Perry

Governor of Texas

WILLIAMSON COUNTY

*Recognition Honoring the
Human Resources Department Team during
Human Resources Awareness Month in Texas*





Tammy Fennell - HR Generalist, Employee Relations

- Tammy is responsible for maintaining our on-line recruiting processes, job postings and our HR Internet and Intranet sites.
- She is also responsible for coordinating employee relations activities such as communications, employee recognition and appreciation events and activities.
- She processes and responds to unemployment claims.
- She is cross trained with Lucy and reports to Suzanne.



The HR Welcoming Team – Linda and Lucy

Linda is our “Director of First Impressions” as she greets those coming into our office – both visitors and employees.

Lucy conducts New Hire Orientation and may be the first point of contact in our department when an individual is welcomed to the Wilco Family as a new employee.



Linda Whittenberg – HR Administrative Coordinator

- Linda performs secretarial and receptionist duties.
- She is responsible for general office operations and providing administrative support.
- She coordinates special projects for the Human Resources Department and reports to Joyce. Her favorite color is Purple!



Lucy Regimbal, PHR – HR Generalist, Benefits

- Lucy conducts New Hire Orientation on Monday mornings & Thursday afternoons. During that time, she assists new hires by providing information to allow them to make individual decisions regarding their employee benefit coverage both as a new hire and in the future.
- She is responsible for assisting employees with the year round on-line enrollment processes and for administration of all employee benefit plans offered by Williamson County.
- She is cross trained with Tammy and reports to Suzanne.



Suzanne Hays – Manager, Employee Relations & Communications

- Suzanne is a member of the HR Department Leadership Team.
- She serves as the Benefits Administrator for the Williamson County Self-funded Health Plan and conducts annual open enrollment meetings.
- She serves as the County Training Coordinator for the Leadership Development Program to be implemented in FY 2011.
- She is currently pursuing the Professional in Human Resources (PHR) Certification.



The HR Financial Team – Amy & Michelle

Amy oversees the Compensation and HR Information Systems Team activities. Our HR Information Systems include Oracle HR/Payroll and Quickbooks Pro.

Michelle maintains financial records in Quickbooks Pro for the Self-funded health plan as well as the department's expenditures.



**Amy Harris, MS HRM, PHR, CCP –
Manager, Compensation & HRIS**

- Amy is a member of the HR Department Leadership Team and is an avid Dallas Cowboys fan.
- She has a unique skill set which includes a BBA in Accounting and a Masters Degree in HR Management as well as professional certifications in both Human Resources and in Compensation.
- She performs various HR related financial, accounting & auditing processes.
- She collects and analyzes comprehensive compensation and benefits data.



Michelle Kleen – HR Generalist, HRIS & MIS

- Michelle maintains the ongoing Oracle HRIS processes and electronic eligibility files for all employee benefit plans. She serves as an active member of the internal Oracle HR/Payroll Team.
- She maintains the department's financial records using Quickbooks Pro and reports the Self-funded Health Plan status to the Benefits Committee members and departmental management.
- Michelle is cross trained with Frank and reports to Amy.



Frank Salinas – Sr. HR Generalist, Compensation & HRIS

- Frank reviews and approves Payroll Actions and ensures the accuracy of the County's job/position structure within the Oracle HR/Payroll System. He serves as a member of the Oracle HR/ Payroll Team.
- He also collects and analyzes compensation and benefits data.
- He is cross trained with Michelle and reports to Amy. He is an avid Redskins Fan. Frank is currently pursuing the Professional in Human Resources (PHR) Certification.



Joyce Nemec – Manager, Risk Management

- Joyce is a member of the HR Department Leadership Team.
- She administers the County's Risk Management programs including Worker's Compensation, FMLA, Drug Free Workplace, Vehicles/Fleet, ADA and the Sick Leave Pool.
- Joyce is currently pursuing the Professional in Human Resources (PHR) Certification.



Christi Tredemeyer – HR Generalist, Risk Analyst

- Christi coordinates the disease management programs offered by Williamson County – the Wellness Program, Diabetes Program, Tobacco Cessation Program – and maintains the Wellness Program database.
- She also provides financial, accounting and RFP support for all operations in the Risk Management Section of the HR Department.
- She is cross trained with Lee and reports to Joyce.



Lee Garrett – County Safety Coordinator (20% HR)

- Lee is responsible for safety program activities throughout Williamson County – 20% of his time is spent on Countywide activities and 80% on URS activities.
- Lee maintains the County's inventory of AED's and first aid kits as well as coordinates CPR classes offered to the County's 80 departmental Safety Liaisons.
- Lee is cross trained with Christi and reports to Joyce.



Mary Ann Tomasek – HR Executive Assistant (P/T)

- Mary Ann has the most difficult job in our office – she supports the Sr. Director of Human Resources but has only a part-time schedule.
- She provides comprehensive administrative assistant services on a day to day basis.
- She reports directly to Lisa.

HR Statistics Overview – FY 2010

- Approximately 1,500 Full time employees
- Approximately 300 Part-time employees
- Annual Departmental Budget of \$18.6 Million which includes the County's Self-funded Health Plan
- Processed 1,666 Payroll Actions in FY 2010 (Ave of 139 per month)
- Administered Health Plan for approximately 3,000 members
- Maintained Wellness Program for 1,706 participants
- Processed 56 Unemployment Claims (Ave of 5 per month)
- 10.825 HR Staff members
 - 10 Full time Team Members
 - 1- 20% allocation of County Safety Coordinator
 - 1 – Part-time, 25 hours per week



Williamson County's Human Resources Team

Thank you for the opportunity to serve our customers – the taxpayers, elected officials, employees and job applicants of Williamson County.

We look forward to continuing to serve each of you.