



# DHR Operations Weekly Communication

## 2.23.24

### Deadlines

**Deadline: 2/29/24**

#### Respectful Workplace Training

All DHR employees must complete “Respectful Workplace 2024” in Luma L&D by **Thursday, February 29<sup>th</sup>**. You can access it in your GHR Employee role under *My Learning and Development >> Development Profile >> Activities*. Email [dhtr.training@dhtr.idaho.gov](mailto:dhtr.training@dhtr.idaho.gov) with questions.

### Employee Corner

#### Administrator Update

DHR Administrator, Janelle White, gave an update on the planned DHR organizational structure changes and the Telecommuting bill that is working its way through the legislature. [Click here](#) to read more.

#### Anna Pace Earns “Hero Award”

Anna Pace supporting: Administration, Insurance, PERSI, Hispanic Commission and Office of Administrative Hearings received an anonymous “Hero Award” through the Department of Administration.



*“Anna’s work in LUMA and the performance appraisal process is over the top, so incredibly helpful, always so kind and polite, multiple phone calls, lots of emails, even a couple of Teams meetings. Anna is amazing, we’re so lucky to have her on our team!”*

Keep up the great work Anna!

#### Gem Connection February Edition /

The February edition of the Gem Connection Newsletter is available. To read, please click the logo below. This newsletter is filled with health and wellness tips, education savings, agency highlights, and other interests like recipes, professional development recommendations, and more. [Click here](#) to view past editions. Please remember to send this newsletter to all your agency’s employees!



# Employee Corner

## Agency Safety Requests

If an agency has a safety request, i.e., inspection of a piece of equipment, ergonomics training, safe lifting training, work site evaluations, etc. Please discuss those requests with your HRO. Your HRO will either forward the request or instruct you to email Courtney Butler, Occupational Health Manager directly at [courtney.butler@dhr.idaho.gov](mailto:courtney.butler@dhr.idaho.gov). Agencies should not contact the State Insurance Fund directly with these requests.

## Summary of 2/15 HR Leadership Meeting

As part of last week's 2-day HR leadership meeting, DHR leadership participated in Crucial Influence. This course is part of the Crucial Learning suite and gives leaders a new way of seeing their everyday challenges and the skills to solve them. DHR will add Crucial Influence to our statewide training calendar starting in July!

During the second day of the HR Leadership meeting, the DHR leadership team conducted a comprehensive review and discussion on the calibrated topics field staff have been working on. The agenda covered crucial subjects such as Donated Leave, Bereavement Leave, and FMLA, accompanied by the introduction of new or revised request forms aligned with the latest updates to policies and procedures. Additionally, the Bureau of Criminal Identification from ISP presented a detailed overview of the background check process, highlighting the variety of databases accessible for agency use. Further details on each topic will be communicated as they are finalized and made available.

## Current Openings /

**HR Business Partner III** – Idaho State Police (Meridian) – **Closes 3/10**

**Administrative Assistant 2** – Idaho Division of Human Resources (Boise – Central Office) – **Closes 3/10**

# Training Update

## February Fiscal Fun for You

Join Bureau Chief, Michelle Hermann and Financial Specialist, Sr., Jen Weekes for an exhilarating, optional coffee hour where they will dive into the world of fiscal- well, not everything, but at least skim the surface! They are offering three exciting options left for you to attend, every Wednesday at 9:00 AM MT though the month of February!

**Final date and link:**

- [Wednesday, February 28<sup>th</sup> - 9:00 AM MT](#)

## 2024 Cybersecurity Training /

The Idaho 2024 annual Cybersecurity Training campaign begins Friday, March 1<sup>st</sup>. Please familiarize yourself with [this information and important timelines](#). This campaign, which was previously administered by the Division of Human Resources is now managed by the Idaho Office of Information Technology Services.

# Staffing Announcements

## Congratulations Josh Nicolas – Promotion to HRBP III

### Idaho Department of Juvenile Corrections

The Idaho Department of Juvenile Corrections is proud to celebrate the promotion of Josh Nicolas to an HRBP III!



Josh has been with the State of Idaho since March 2022, supporting Idaho department of Juvenile Corrections and looks forward to leveraging his skills and expertise to drive change and meaningful impact in his upcoming role with IDJC. He has honed his expertise in areas such as training and development, employee relations, talent acquisition and retention, and change management. He holds a Master of Arts degree in Nonprofit/Public/Organizational Management, complemented by a Bachelor's degree in Organizational Psychology and Business Marketing. Driven by a passion for tackling challenges head-on, Josh thrives in dynamic environments where his problem-solving skills can shine.

In addition to his professional endeavors, Josh is actively involved in his community as a soccer coach for Eagle High School, combining his love for the sport with his commitment to mentorship and leadership development. Outside of work, you can often find him on the soccer field, indulging in his hobby and staying connected with his roots.

## Welcome Becky Pearson – HRBP III (Lead Recruiter)

### Idaho Department of Health and Welfare

The Idaho Department of Health and Welfare is proud to announce the hiring of Becky Pearson as their new HRBP III and Lead Recruiter.



Becky has been a recruiter since 2009 in the private sector for a large call center. She started with the State at DEQ as their HR Specialist in Recruitment in 2019 and promoted to Recruiting Lead at ITD in 2022. I had the honor of being part of her selection panel for that role as well!

She lives in Meridian with her car fanatic husband, 2 teenagers, a Great Dane, a Labrador, and now a new kitten. She reads in her free time and recently built her own bookshelf and spends time hanging out with her family. Becky is excited and looking forward to working with all the folks at Health and Welfare.