



Human Resources Update

May/June 2018

Recruiting/Hiring:

The following staff was hired and attended New Employee Orientation:

Kyle Mock	Facilities Assistant	Resigned for another position
Chris Gresko	Case Manager	Resigned for another position
Lisa Neil	Case Manager	
Morgan Hilling	Case Manager	
Lauren Hershey	Case Manager	
Leone Siliga	Case Manager	

Advertised via social media for all Fall positions to prepare for June interviewing for Education Department.

Benefits:

UPMC contract expiring June 30th was reviewed and open enrollment for new contract year was advertised.

Other:

Prepared for all year-end projects such as:

- ▶ Year End Letters
- ▶ Health Insurance
- ▶ COBRA offers