HR Community Meeting

August 18, 2020

Questions and Answers

1. **DJJ held a virtual hiring event in June 2020, we interviewed over 400 applicants over a 3 day period. The biggest challenge was organizing the event for 25 facilities. For future reference, what suggestions or tips do you have in organizing an event on this level?** This is great to hear! Without knowing the logistical details for how this was organized, it is tough for me to offer specific tips. I can offer that the platform that is used needs to be carefully chosen. The right platform can help manage the communication to applicants, direct applications to apply through TGC and allow for easy scheduling of interviews. For more information on tools that can assist with large events such as these, email the Talent Management team at [hra.talentacquisition@doas.ga.gov](mailto:hra.talentacquisition@doas.ga.gov).
2. **When responding to an emergency should the allowable amount of overtime hours worked be limited?** The response to this question is based on agency business need. When it has been determined that an employee will need to work beyond their scheduled hours due to an emergency or other issue, the employee should be sure to obtain leadership approval prior to working overtime. Taking this step will help ensure that the amount of overtime worked by employees is closely monitored and managed. Additionally, for those situations in which the employee’s supervisor may be unavailable, the employee should be clear on who to contact in the supervisor’s absence prior to working overtime.
3. **We are not taking interns right now, but I'm curious if other health care facilities are accepting students or interns?** This is a great question for the HR Community at large. If you are a member of the Georgia Council on Human Resources (formerly known as CSPA), you can pose questions on the CSPA forum on their website at cspaga.org.
4. **Courtney, how have you maintained and encouraged your team to have a positive attitude due to the frustrations staff and students have been experienced due to COVID-19?**First, we make sure that we understand where the frustrations are coming from. We all understand that we are living through a unique period right now, but it has impacted us all in different ways. So we have to make sure that we really work to identify the true source of the frustration…. Whether it’s personal or work-related, and we go from there. We also have continued to focus on the positive stories and redirected focus to why we are here. The TCSG story tells itself, and we just need to remind ourselves of the amazing impact we are able to have on so many lives. In addition to remaining student-centered, this has been a great time for our faculty and staff to learn new skills, and implement innovative ideas. Some have stretched a little to learn something new, and others have stretched a lot to lean into a new way of working and working with our students. We have to make sure we recognize these positive stories as well.

1. **Are agencies making employees aware of the Employee Assistance Program?** An article regarding the benefits of the EAP was included in the March HRA Horizons Newsletter, sent to all agencies and posted on the HRA website. Within DOAS, we have had representatives from the EAP come to an all-staff meeting, posted reminders on our intranet site, and recommended the EAP to both employees and managers involved in Employee Relations issues. For information from other agencies, see #3 above.