



City of Anniston Employee Appreciation Week

April 10th through 14th

A heartfelt thanks to each of you for all that you do day in and day out for the City of Anniston! Details on Employee Appreciation Day on page 2 & 16.



National Community Development Week

National Community Development Week is April 10th through April 14th. Page 4 is filled with events that will be held in our community.

Administrative Professionals Day

April 26, 2023 is Administrative Professional Day. Learn more about this day on page 6.



FROM THE DESK OF COUNCILMAN ROBERTS

Thank you all for the hard work each of you put in everyday to make Anniston a better place to live, work and play. The Council could not accomplish what we do without the dedicated “boots on the ground” behind us.



D. D. ROBERTS
Councilman Ward 2

Save the Date

City of Anniston

Employee & Family Appreciation Day

April 14th at Zinn Park

5:00 PM to 9:00 PM

Food will be served until 6:30 PM

Movie will start at 7:00 PM

*Please bring lawn chairs.



*See page 16 for more information



April Department Spotlight

National Community Development Week, April 4-10, 2023.

Visit our [website](#) and Facebook page to learn more about the activities you can participate in to learn more about how the City of Anniston has utilized these funds in our community.

Past Event Photos

Did you get snapped at our last event? Check out the photos below and also our social media!



Community Development

The City of Anniston receives federal grants given by The Department of Housing and Urban Development (HUD).

Community Development is responsible for expending these funds into organizations and projects that benefit the low- and moderate-income community. Our funding is received through these HUD programs: Community Development Block Grant (CDBG) & HOME Investments Partnership Program (HOME). We also received additional funding due to changes in our financial and housing climate: CDBG Covid Funding (CDBG-CV) was granted to the city to help with issues arising from COVID-19. We were able to supply our partner organizations with PPE and funding to sustain their programs.

The HOME American Rescue Plan (HOME-ARP) was granted to help more specific groups like the increasing population experiencing homelessness or those fleeing domestic violence. With these funds, we are able to empower our people and our community by building affordable housing, buying and rehabilitating housing, and offering rental and homeownership options.

***"Alone we can do so little;
together we can do so much."***

-Helen Keller

WHAT IS NATIONAL COMMUNITY DEVELOPMENT WEEK?

National Community Development Week was created in 1986 to bring national attention to the CDBG Program at a time when the program was facing scrutiny by Congress. National Community Development Week provides the opportunity for communities to promote, educate and advocate on behalf of both programs. It is intentionally held during the Congressional appropriations season to allow for a concerted grassroots effort and voice to be heard on the importance of both programs and their impact on communities nationwide. It is important for all communities that receive these resources to participate in National Community Development Week to amplify our grassroots voice. National Community Development Week is designed to focus local as well as national attention on the CDBG and HOME programs. It provides a united voice of support and harnesses the power of grassroots engagement to educate members.

NATIONAL COMMUNITY DEVELOPMENT WEEK

CITY OF
Anniston
ALABAMA

MONDAY (4/10) X

- 10:00 AM | Tour: Chestnut Village - Inspire Ave, Anniston, AL 36201
- 11:00 AM | Tour: Hillside Cottage - Circle Dr, Anniston, AL 36201

TUESDAY (4/11) X

- 10:00 AM | Tour: Barber Terrace - 411 S. Allen Ave, Anniston, AL 36207

WEDNESDAY (4/12) X

- 10:00 AM | Appreciation Day Event at the Anniston City Meeting Center - 1615 Noble St, Anniston, AL 36201

THURSDAY (4/13) X

- 10:00 AM | Tour: Jacksonville Habitat Home - 506 Francis St E, Jacksonville, AL 36265

FRIDAY (4/14) X

- 10:00 AM | Tour: Dr. David Satcher & St. Michael's Health Clinic & Community Learning Center - 426 Mulberry Ave, Anniston, AL 36201

NATIONAL COMMUNITY DEVELOPMENT WEEK
APRIL 10-14, 2023

Empowering People
Connecting Resources
Strengthening Communities
Promoting Inclusivity
Improving Lives
Building Neighborhood Assets

Celebrating the Impact of the Community Development Block Grant Program

NCDA
NATIONAL COMMUNITY DEVELOPMENT ASSOCIATION

Community Development Department



Alisa James

Community Block Grant Coordinator

Alisa James was born in Anniston, AL and attended Anniston City Schools. She graduated from Anniston High School in 2005. Alisa joined the City of Anniston in November 2017 as an Account Clerk and was promoted to Revenue Specialist two years later. She is now the recently the CDBG Coordinator in September 2022.

Alisa says, "My goal is to utilize all our resources to rebuild and develop affordable housing in our community as well as partner with the local organizations and programs that service our community. I am enjoying my career with the city, and I am looking forward to all that we will accomplish as a department."



Nikita Wood

Community Block Grant Specialist

Nikita Wood has been a part of the Community Development team since December 2022.

Nikita's eagerness to learn and look for ways to help the citizens of Anniston are vital in her role as Community Development Program Specialist. After working in the medical field, Nikita is able to continue to fulfill her hearts desire of helping others and giving back to the community. In her spare time, she enjoys spending time with her family, eating good (she's a foodie), watching her favorite reality shows, reading a good book and shopping.



Administrative Professionals Day is an opportunity to say THANK YOU!

Before there was an Administrative Professionals Day, there was a National Secretaries Day, created in 1952. We've come a long way since then, and so have the job and celebration.

This national day of recognition has gone through several makeovers to reflect changing administrative titles and responsibilities in the modern workforce. While its moniker has changed, the purpose of Administrative Professionals Day remains the same: to celebrate and shed light on the many contributions of devoted and valued administrative professionals.

In today's hybrid workplace, with a mix of remote and in-office teams, recognizing the efforts of your support staff is more important than ever. Throughout the pandemic, many administrative professionals have been instrumental to the teams they support, tackling new challenges and exhibiting grace under pressure while helping employees stay connected, engaged and productive.

The value of administrative professionals

Administrative roles are incredibly diverse — and they continue to evolve, with these professionals often going above and beyond their regular duties.

Administrative professionals provide real benefit to the people they support and the organization at large, and their work should not go unnoticed. And given the important role many administrative staff play in assisting their teams in today's rapidly changing business environment, they deserve their time in the spotlight more than ever.

By Robert Half

City Administrative Professionals



Vivian Hill

35 years

Administrative Assistant, Fire Department

Since 1987 Mrs. Hill has served in the role of General Department- Clerk Typist, Planning Department -Clerk II and CDBG-Secretary. She has worked for the City of Anniston Fire Department as an Administrative Assistant since 2003.

Mrs. Hill says, "I have loved every minute! I take care of all accounts payable; all payroll overtime; and I reconcile all annual, sick and comp time for the department. I try to handle all day-to-day things that come up, and I help direct all employees to answers for their questions on payroll, benefits, etc. Even though some days it seems like trying to "herd cats" and having 80 children, I would not change one single thing. We have the most dedicated, caring employees in the city, and I am very proud to be a part of the Anniston Fire Department!"



Johnita Roberts

27 years

Division Secretary, Public Works

Since 1995, Johnita has served in the Public Works department a Division Secretary. Johnita says, "The most important part of my job is assisting the citizens of Anniston with their concerns/requests. My job consists of entering work orders, entering invoices, writing letter/memos, creating and updating spreadsheets, workman's compensation first report of injury paperwork, and various other tasks. I try to be an administrative professional who truly tries to help my fellow coworkers to the best of my ability."

City Administrative Professionals



Angie Dothard 19 years
Administrative Assistant, Museum

Angie has served with the City of Anniston for 19 years. Angie says this about her job- "I have a versatile and exciting job serving as the Administrative Assistant for the Anniston Museums and Gardens! Along with handling daily business operations, you may also find me painting objects for exhibits, purchasing and engraving items for the gift shop, or assisting with event setup. You might even see me holding one of our snakes during an event! Whether processing invoices, assisting the Advisory Board, or being outside photographing wildlife for our social media, I enjoy being a part of ensuring the Museums and Gardens' continued success and making every guest's experience a positive one."



Myra Bushard 18 years
Executive Assistant to the City Manager

Myra is the Executive Assistant for Office of the City Manager, Mayor and Council. She manages the day-to-day operations such as writing and editing e-mails, drafting letters/memos, and preparing communications. She acts as a liaison between the general public, community organizations and the Executive Office. Prepare and assemble agenda packets for Council meetings. Interacts regularly with department heads and other employees and manage calendars for City Manager and Mayor.

What I love about my job is there is always something different happening plus the many interesting people that I interact with daily. I learn something every day whether it is from Council members or City Manager, citizens, employees or someone in the business community. All of this has made the past 18 years go by quickly.

City Administrative Professionals



Jodie Trapp

18 years

Administrative Assistant, Police Department

Jodie has held many roles in EMS before working for the Police Department. Jodie says, "I am responsible for processing payroll, CompTime/Overtime, as well as general office duties. In addition, I serve the role as the grant manager for the different grants the department is awarded, as well as the system administrator for our reporting software, Spillman Flex. I try to make the office inviting by keeping a bowl of candy and snacks on the desk for anyone who stops by."



Laynah Medders

12 years

Police Department Secretary

Laynah is a division secretary in the Police Department. Some of her daily duties involve answering calls for the Investigative Division, or redirecting calls to the appropriate person. She assist victim's in applying for misdemeanor warrants, contact victim's (primarily) of misdemeanor cases, and communicating with Investigators in regards to their cases. Laynah mentions, "I have been here for 12 years this month and enjoy my job because I have some of the best coworkers!"

City Administrative Professionals



Shanika Stringer 8 years
Administrative Assistant, PARD

Shanika has worked for the City of Anniston for 8 years. She serves employees and the public in her administrative duties for Parks and Recreation Department.

She handles a lot of administrative duties for PARD but she also handles reservations and revenue collection for park rentals as well as serves as the department liaison for the summer hires for the City of Anniston.

Shanika says, "In my free time, I love spending time with my husband and daughters. I also love to read and eat."



Shree Walker-Kidd 2 years
PARD Clerk Typist

Shree has been with the City of Anniston for 2 years. She currently serves in the role of Clerk Typist. Although she works for Parks and Recreation, she is the point of contact for all visitors that enter City Hall. She handles the switchboard and assists PARD with duties involving Christmas projects and Summer hire check-ins.

City Administrative Professionals



Avanti Ammons 1 years
Administrative Assistant, Public Works

Avanti is approaching her 2 year mark with the City of Anniston. Avanti says, "As the Administrative Assistant for the Public Works department, I have a host of responsibilities providing support for our citizens and divisions (Airport, IT, Garage, Electrical & Building Maintenance, Engineering, and the Street Department). In addition, I aid in collaborating between all our divisions and the city at large, whether that is a road closure, bid documents, or work order for service on one of our many buildings. The Public Works Department is customer service centric; it is my pleasure to serve our customers (our Anniston Citizens) with work orders for brush and leaves, stop/street lights, road repairs, and so much more."



Shelby Shiflett 5 months
Administrative Assistant, Planning,
Safety & Inspections

Shelby is a new comer to the City of Anniston but has loads of experience with serving the public. According to Shelby, "as the Administrative Assistant for the Building and Safety Division here at the City of Anniston, each day brings a new and exciting opportunity. Whether that be getting to interact with the citizens and contractors that are visiting us to obtain a permit for work they are doing or connecting with people whom are planning to build a new business here in the City. I also get the opportunity to serve as the Secretary for both the City of Anniston Planning Commission as well as the Anniston Historic Preservation Commission. Working for the City has been one of the greatest ventures that I have had the pleasure of embarking upon."

City Administrative Professionals



Kristin Smith

4 months

Administrative Assistant, Mainstreet

Kristin is the Administrative Assistant for our Public Relations department. She joined the team 4 months ago and assists with the day to day operations of Public Relations, Main Street and the Downtown Market. She does a host of things from ordering supplies handling purchase orders, and manage the schedule of both Directors. She enjoys working with Main Street Director in promoting the vision of the district and setting benchmarks to reach our long term goals for the department.

Thank you 

On behalf of the department of Human Resources, we want to thank each of our Administrative Professionals for all you do to support your fellow employees, department directors and the citizens of Anniston. We see you and we are grateful for all you do!

HUMAN RESOURCES UPDATES



April Birthdays

Daniel Henry
Layne Samples
Justin Hise
Justin Allen
Kam Thomas
Debra Arnett
Demetrium Hutchison
Avanti Ammons
Gabrielle Colindres
Sara Weyerman
James Canevaro
John Parker
Robert Nowland
Richard Blankenship
Robert Champion
Matthew Caballero
Madeline Weathington
Paul Young
Johnita Roberts

Derrick Dotson
Branden Saylor
Joseph Fenn
Ashley Lemons
Johnnie Phelps
Joshua Todd
Nikita Wood
Tana Bryant
Blake Noah
Dalton Stephens
David Hulsey
Cody Scheurich
Stephen Hudson
Donny Smith
Kevin Baker
Cody Bragg
Isaac Chappell
Karla Eden
Jackson Hodges
Logan Maddux

HUMAN RESOURCES UPDATES



April Anniversaries

Latasha Thigpen
Richard Blankenship
Justin Hartley
Cody Murray
Joey Rollins
Michael Ruberg
Justin Sanford
Charles Pritchett
Tyrone McGhee
Thomas O'Connor
Laynah Medders
Betty Combs
William Parris
Mark Williams
Chris Cunningham
Steven Folks
Beverly Johnson
Quentin McDaniel
Robert Quinn
Paul Wade

Isaac Chappell
Demetrium Hutchison
Jamel Roston
Michael Dover
Jason Mayfield
Justin Allen
Anthony Green
Christopher Grier
Donald McGraw
David Morgan
Montague Braxton
Johnnie Phelps
Chris Hester
Robert Nowland
Steven Turley
Floyd White
Joseph Hoffman

*Thank you for
going above
& beyond.*

HUMAN RESOURCES REMINDERS



EMPLOYEE ASSISTANCE PROGRAM - EAP

When life's a little much, reach out and get in touch.

Let's be real: life can be tough. When your responsibilities start to feel overwhelming and showing up each day with a smile on your face seems difficult, it's important to reach out for help. You can lean on your free and confidential Employee Assistance Program (EAP) for support.

We've got your back.
A free benefit from your workplace, the EAP can help you or anyone in your household:

- Be more present and productive at work
- Receive support when you don't feel like yourself
- Get help with responsibilities that are distracting or stressful
- Grow personal and career skills
- Be a caring, loving friend or family member
- Receive care after a traumatic event or diagnosis
- Make healthy lifestyle choices
- Improve and inspire daily life

We're here for you, always.
Life happens, regardless of the day or time. That's why we make ourselves available 24/7, even on holidays. So whenever you need to reach out, we're here for you.



Support Line
Call anytime
800-624-5544



Mobile app
Search for New
Directions EAP



Web
Visit eap.ndbh.com
for resources

SERVICES

- ✓ Counseling
- ✓ Consultation on
 - Finances
 - Legal needs
 - Managing employees
 - Life
- ✓ Crisis support
- ✓ Coaching
- ✓ Adult and child care resources
- ✓ Personal and professional training
- ✓ Digital behavioral health tools

As an employee with the City of Anniston you have access to an EAP, Employee Assistance Program. The flyer to the left gives information about the services that are provided through the Employee Assistance Program. It's a great resource for all employees. Check it out today!

www.eap.ndbh.com

*The company code is
Anniston

eap.ndbh.com
800-624-5544

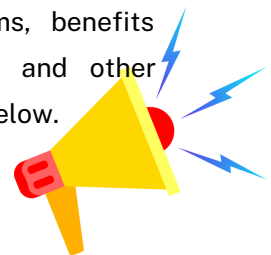
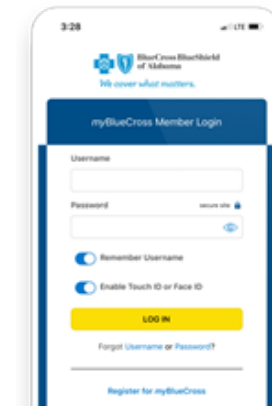
Services are free and your employer will not know you reached out.
Flip this sheet over to see some common reasons people use EAP.

DID YOU KNOW?
As as full-time City Employee, you get access to benefits & discounts? You can check out those benefits in our 2023 benefits guide. Click [here](#) for details.

*Check page 22 for details.



To access your claims, benefits coverage information, and other must have tools click below.



We  Are More


Anniston
The Model City

EMPLOYEE & FAMILY APPRECIATION DAY

FRIDAY, APRIL 14, 2023
5:00 PM TO 9:00 PM



FOOD



EXPLORE

PUBLIC WORKS, POLICE & FIRE
EQUIPMENT



GAMES



FUN

FOR THE WHOLE FAMILY

FOOD WILL BE SERVED UNTIL 6:30 PM

MOVIE WILL START AT 7:00 PM

*PLEASE BRING LAWN CHAIRS FOR THE MOVIE