



Employee Events Committee Years of Service Meeting Notes

2021/2022

Date: March 03, 2022

Meeting Time: 8:30 a.m.

Note Taker: Linda Brannock

Attending: Lee Ann Walker, Kristin Varon-Burkart, Wyatt Brannock, Linda Brannock

Events Team Purpose: To improve staff engagement and job satisfaction by highlighting fellow employees with appreciation.

Event Date/Time/Location: **Prescott:** April 15, 2022, 2:00 – 3:30 p.m. Upper Quad Area
Verde Valley: April 14, 2022, 12:00 – 1:30 p.m. Verde Pavilion

Theme: Honoring YC's Bright Stars

Committee Members Assignment Reports/ Discussions

- **Prescott Event**
 - The team discussed April 15 date being the same date as the Prescott Valley Test Drive date. Linda will reach out to Nancy Bower and Linda Buchanan to see how the test drive date will affect attending the Years of Service Event.
- **PowerPoint**
 - The team discussed that the Supervisor Blurbs and Awardee's pictures added to the YCSA shared drive. Kristin will add blurbs and photos to the 2022 Years of Service PowerPoint.
- **Milestone Awards**
 - Linda announced the YCSA General Board approved milestone awards to start at ten years of service. Once the budget is approved, Lee Ann will order all the Milestone Awards.
- **Jot Forms**
 - Supervisor Blurb Request- Blurbs are coming in, and Emily sent out a reminder this week to supervisors who have not submitted the blurbs.
 - Degree & Certificate Request – Ducksoup is scheduled to come out today with a due date of March 11, 2022.
- **Team Assignments**
 - The team discussed the reading of the supervisor blurbs for the Prescott event.
 - Wyatt will read the 5-year awards, Lee Ann will read the 10, 15-year awards, and Linda will read the 20-, 25- and 30-year awards.
 - Kristin will talk with Sophia about the Verde event, and she suggested requesting Dr. Redd to read the three years of service awards.
- **Timelines**
 - Save the date scheduled to come out today, 3/3/22
 - The team discussed future meeting dates due to the Yrs of Service event in April, not March. Linda will update meetings and add a 4/7/22 final meeting.

Next meeting: March 24, 2022, via zoom 8:30 a.m.

Commitment – YCSA is you! Thank you for You!