



June 5, 2009

- The city's **Affordable/Workforce Housing Advisory Committee** is working to identify housing incentives that could be used by City of Franklin employees to help them and their families live in the city. Please take a few minutes to **complete the survey** and assist the committee in compiling the much needed information. **The survey is confidential** and will be available on the **"Inside the City"** website on June 8, 2009 with an end date of Monday, June 29, 2009. Please spread the word. We encourage all employees to participate. Thank you!
- **The Federal Stimulus package comes to the City of Franklin by way of young summer workers.** Next week you'll see some new faces around city hall and some other departments. The young workers are funded by the stimulus package and are paid by Workforce Essentials. They will be here from June 8 through July 24 and their duties will be coordinated through our Human Resources Department. Please welcome them to our city family.
- The **Franklin Fire Department** is assisting residents for the digital television transition by offering free, in-home technical assistance to those having trouble installing their converter boxes. If you need help call the DTV Hotline and **FCC Consumer Center at 1-888-CALLFCC (1-888-225-5322)**. The FCC will dispatch the department to locations inside Franklin City limits. [Read more...](#) And breaking news...this story was featured on msnbc last night to see it go to <http://www.msnbc.msn.com/id/31110464/>
- **Interim Attorney, Shauna Billingsley** will be in Chattanooga next week to present to the **Tennessee Municipal Attorneys Association**. Shauna will be discussing recent Tennessee cases in the last year and how they will affect city and county attorneys. She'll also inform the group about recent Attorney General's Opinions. She'll be speaking at the Marriott in Chattanooga on Monday, June 15.
- The Board of **Mayor and Aldermen** will vote next week on **extending the initial probationary period for new employees from 6 months to one year**. The City Leadership Team has determined that it would be beneficial to all departments to extend the initial probationary periods from six (6) month to twelve (12) for all personnel in order to more properly monitor the overall adjustment and performance in the position. **This change would only impact new hires from the date of adoption going forward.**

- A friendly reminder about our policy regarding employee personal appearance. Sometimes the summer can bring a change in our wardrobes, but it should not alter our need to appear neat, clean and professional. **The way we dress in the workplace is a reflection on the City of Franklin.** An employee committee is being formed to look at the current personal appearance policy. This team will compare our policy to other cities and private sector employers. This effort will also include a **survey of all employees for valuable input.** **You can be looking for this survey in July.** Until then, please continue to follow the existing standards. **Here are some highlights of the current policy, especially as it relates to our office/City Hall-based employees (many of you have uniforms and uniform standards should be complied with):**
 - Shirts/blouses/tops worn by female employees should be long enough to cover tummies and backs, whether standing, bending, stretching, or sitting.
 - Shirts worn by male employees should be tucked inside pants.
 - Army fatigues, overalls, sweatshirts, etc. are inappropriate.
 - T-shirts with writing, pictures, or any logo, except the City of Franklin logo or department related logos are inappropriate.
 - Casual day is observed on Friday. On Monday through Thursday, employees are expected to dress in business attire. On casual Friday, jeans are acceptable, provided they are not frayed.

For further information see rule XVII section 22 of the Human Resource policy manual.

Thanks for all you do for our great city! Enjoy the weekend.

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