



**County of Frederick**

**Paula A. Nofsinger**  
Director of Human Resources

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TO: Human Resources Committee and Board of Supervisors  
FROM: Paula Nofsinger, HR Director *Paula Nofsinger*  
DATE: April 30, 2014  
SUBJECT: HR Committee Agenda

The HR Committee will meet in the First Floor Conference Room at 107 North Kent Street on Friday, May 9<sup>th</sup>, at 8:00a.m. The agenda for the meeting is as follows:

1. Introduction of new committee member, Don Butler.
2. Employee of the Month award approval.
3. Presentation from our Parks & Recreation Director, Jason Robertson, on the County's Parks and Recreation Department.

**MEMORANDUM**

**TO: Paula Nofsinger, HR Director**

**FROM: James F. Whitley, Superintendent - NRADC**

**DATE: January 29, 2014**

**SUBJ: Employee of the Month Nominations**

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I am submitting the following nominations of NRADC personnel to be considered for Frederick County Employee of the Month.

**Timothy Hill, CO I** – Mr. Hill is currently assigned to the Classification Unit at NRADC, as the senior Classification Officer. Officer Hill adheres to the operational imperative of Teamwork. He is the “go to” person for the more difficult and challenging questions that are at time presented to the Classification Unit. Officer Hill works closely with all Security teams to make certain that inmates are assigned to compatible housing assignments (i.e. he is very thorough in assuring that no “keep separate” issues are missed). Officer Hill is very good at making sure that the census of each of the larger housing units remain low / balanced in order to minimize the need for an additional Officer in the housing unit...which equates to contributing to controlling overtime.