

## Board Members

### Administration

The program is administered by Board Members who operate under adopted By-Laws. The Board consists of City employees who are elected by their fellow City employees for a two-year term.

All actions taken by the Board must be approved by a majority vote. The Board will give notice to applicants regardless of response and all applications are confidential.

### Qualifications

1. Applicant must be an active, full-time employee of the City of Gainesville.
2. Employees are limited to one approved application per year not to exceed three (3) during the course of employment. However, in the event of extenuating circumstances the Board may grant a waiver.
3. Applications must be complete and signed by the employee.

**Each application is judged on its own merit. Approved applications will be awarded based on available funds.**

Revised 1/24/22

#### Group I - Administrative

Vikki Fox-Wilson - Chairman  
Human Resources 770-538-4939  
Ext. 4939

Debra Buggle - Secretary  
Community Development 770-531-6588  
Ext. 6588

#### Group II - Community Services

Stepheine Hood  
Community Service Center 770-503-3338  
Ext. 3338

Sheila Curry  
Parks & Recreation 770-533-5862  
Ext. 5862

#### Group III - Public Safety

Ronda Fortson  
Police 770-535-5280  
Ext. 5280

Jake Peck  
Fire 678-450-5026  
Ext. 5026

#### Group IV - Public Works

Tommy Casper  
Cemetery 770-503-3052  
Ext. 3052

Zeb Cain  
Engineering 770-535-6882  
Ext. 2315

#### Group V - Water Resources

Morgan Bell  
Water Resources 770-538-2451  
Ext. 2451

Troy Dyer - Vice Chairman  
Water Resources 770-536-2989  
Ext. 3236

#### Permanent Board Representatives

Tiffany Hill - Treasurer  
Human Resources 770-531-2678  
Ext. 2678

Nancy Simpson  
Community Service Center 770-503-3352  
Ext. 3352

# Employees' Assistance Fund



**GAINESVILLE**

*Employees Working  
Together to Lend A  
Hand*

# Employees' Assistance Fund (A part of the Community Trust Fund)



The program was established in **1993** to allow City of Gainesville employees to lend a helping hand to fellow employees in times of great need. The program is funded by voluntary donations from City employees and is used solely for City employees and their immediate families. Applications for assistance may be obtained from any Board Member.

*The Community Trust Fund was established to eliminate multiple solicitations i.e. United Way, etc. of City employees by charities. All pledges are made through the Employees' Community Trust Fund and managed by the City's Finance Department.*

*Pledges may be made in two ways:*

• **Payroll Deduction -**

*It is easy to contribute by spreading your donation over 26 pay periods beginning with the first pay period in the new year following the campaign.*

• **Direct Payment -**

*You can make a one-time donation with cash or check.*

*100% of your contribution is used to assist eligible employees. There are no administrative costs.*

***Call a Board Member if you would like to make a contribution or know of a fellow employee who could benefit from our assistance.***

## Categories

Due to limited funds, grants must be restricted to severe hardship cases. Categories have been established to define areas where assistance is available. The categories are:

Catastrophic: Loss caused by fire, tornado, or other natural disaster; serious injury or illness of a member of immediate family who are out of town, requiring emergency travel by employee.

Medical: Serious debilitating injury or illness of employee or member of employee's immediate family.

Death: Death in immediate family resulting in direct financial obligations of employee.

Note: Immediate family is defined under Funeral Leave in the City of Gainesville Personnel Policies and Procedures Manual (4.00 #22).