

## On-Boarding Software Survey

MTAS Research and Information Center | October 2017

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### 1. Does your organization use onboarding software?

Organization	Yes/No
Bartlett	No
Brentwood	No
Chattanooga	No
Cleveland	No
Columbia	Yes
Cookeville	No
Crossville	No
Dyersburg	No
Farragut	No
Gallatin	No
Greeneville	No
Hendersonville	No
Jackson	No
Kingsport	No
Lawrenceburg	No
Maryville	No
McMinnville	No
Memphis	No
Mt. Juliet	Yes
Munford	No
Spring Hill	No

#### a. If yes, which product(s) do they utilize?

Organization	Product
Columbia	Paylocity
Gallatin	MUNIS
Mt. Juliet	Civic Plus thru the City website

2. Please include any comments regarding satisfaction or dissatisfaction with the product(s), etc.

Organization	Comments
Columbia	Love it, now it is up to the "new employee" , we don't process the PAF until this process is complete. It has eliminated people starting and HR knowing nothing about it. Everything has to be completed and we approve, so we are never waiting for something that gets forgotten.
Cookeville	Hope to be looking at demos soon.
Gallatin	We are currently working with IT to implement on-boarding through MUNIS. It will contain employee acknowledgements, and other new hire information.
Mt. Juliet	This works for our size city because we have around 160 employees. The system we have is basic because, people can electronically complete the application and upload a resume and cover letter. When the candidate clicks enter, the system sends it thru email to HRI where, the information is printed and put into an Open Position folder. When the job opening closes, no more applications can be accepted because it isn't listed on the site anymore. HR can log into Civic Plus and pulls an excel spreadsheet with all of the applicants, addresses, email, & phone number. This can be used for auditing. The only drawback is that it isn't linked into the HRIS System in Paycor. Therefore, when the person is hired, all of the information has to be typed into the paycor HRIS System. The upside is that it is a lot less expensive.

**Contact Information**

Name	Organization	# of employees	Contact Phone Number
Connie Etzkin	City of Columbia	386	931.560.1565
Debbie Johnson	City of Gallatin	400	615.451.5890
Doug Edwards	City of Lawrenceburg	131	931.762.4459
Eric Sabatini	City of Memphis	8000	901.636.6411
Gail Fowler	City of Cookeville	450	931.520.5256
George DeCroes	City of Kingsport	800	423.224.2448
Janet Curry	Town of Farragut	54	865.966.7057
Janet Southards	City of Mt. Juliet	160	615.773.6123
Jeff Davis	City of Cleveland	325	423.559.3313
Jennifer Rigsby	City of McMinnville	154	931.473.1209
Leah Crockett	City of Crossville	170	931.456.5681
Lynn Henning	City of Jackson	715	731.425.8252
Mary Pinner	City of Munford		901.837.5969
Mike Worsham	City of Brentwood	262	615.371.0060

<b>Name</b>	<b>Organization</b>	<b># of employees</b>	<b>Contact Phone Number</b>
Patsy Fuller	Town of Greeneville		
Peter Voss	City of Hendersonville	350	615.590.4604
Serene Siener	City of Chattanooga	2700	423.643.7212
Shelley Taylor	City of Spring Hill	260	931.486.2252
Sue Teague	City of Dyersburg	265	
Ted Archdeacon	City of Bartlett	700	901.385.5515
Teresa Best	City of Maryville	311	865.273.3428

**Thanks for your continued support.**