

**LSU Health**  
NEW ORLEANS

# HRM Liaisons Meeting

January 2024 Meeting

January 18, 2024

## HRM News!



**Tannia Jacob**  
Talent Acquisition Specialist

[tjaco4@lsuhsc.edu](mailto:tjaco4@lsuhsc.edu)

## HRM News!



**Madison Hopkins**  
Benefits & Retirement Manager

[mhopk5@lsuhsc.edu](mailto:mhopk5@lsuhsc.edu)

## HRM News!



**Donnie Watkins**

Talent & Organizational Development Consultant

[dwatki@lsuhsc.edu](mailto:dwatki@lsuhsc.edu)

*If you would like to have an introductory chat with Donnie, please reach out.*

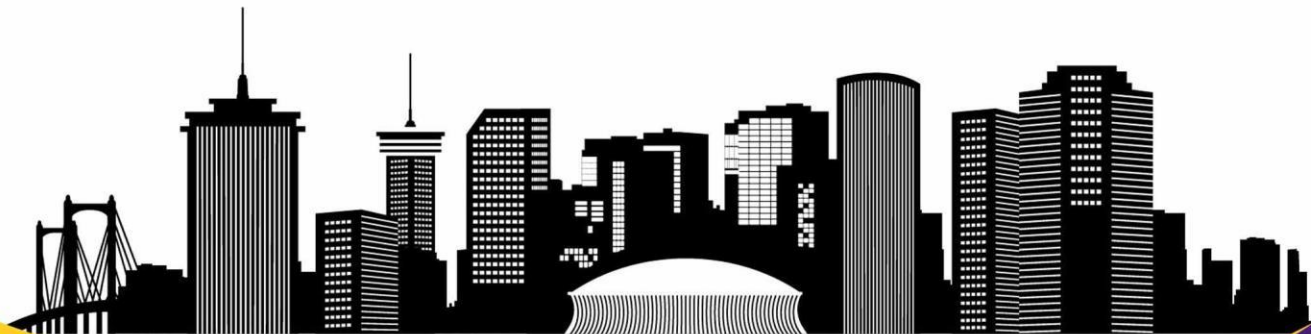
## HRM News!



**Emily Hernandez**  
Manager, HRIS

[ehern3@lsuhsc.edu](mailto:ehern3@lsuhsc.edu)

*If you would like to have an introductory chat with Emily, please reach out.*



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# HRM Talent Acquisition

Shauna Caputo, *Talent Acquisition Manager*

**Cathy Martin**

[cmar31@lsuhsc.edu](mailto:cmar31@lsuhsc.edu)

**504-512-1610**

**School of Dentistry**

**School of Nursing**

**VCAA**

- Research Services
- International Services
- Library

**VCAF**

- Information Technology
- PeopleSoft Support, Development & Training
- Accounting Services

**VCGCA**

- Diversity & Inclusion

**Yahti Wooten**

[ywoot1@lsuhsc.edu](mailto:ywoot1@lsuhsc.edu)

**504-512-4401**

**School of Allied Health**

**School of Public Health**

**Chancellor**

**VCAA**

- Animal Care
- Financial Aid
- Registrar
- CAP

**VCAF**

- Auxiliaries
- Supply Chain
- HRM
- Facilities

**VCGCA**

- Campus Police

# Sr. Recruiters

HRM Talent Acquisition

[recruittalent@lsuhsc.edu](mailto:recruittalent@lsuhsc.edu)

**Cathy Martin**

[cmar31@lsuhsc.edu](mailto:cmar31@lsuhsc.edu)

**504-512-1610**

**School of Medicine**

Family Medicine

Baton Rouge

Psychiatry

Neurosurgery

Surgery

Dermatology

Ophthalmology

Orthopaedics

Urology

Cancer Center

Neurosciences Center

Biochemistry

Genetics

**Yahti Wooten**

[ywoot1@lsuhsc.edu](mailto:ywoot1@lsuhsc.edu)

**504-512-4401**

**School of Medicine**

Lafayette

Medicine

Neurology

Anesthesiology

Otorhinolaryngology

Pathology

Pediatrics

Radiology

CV Center

CHVE

Anatomy

Microbiology

Physiology

Pharmacology

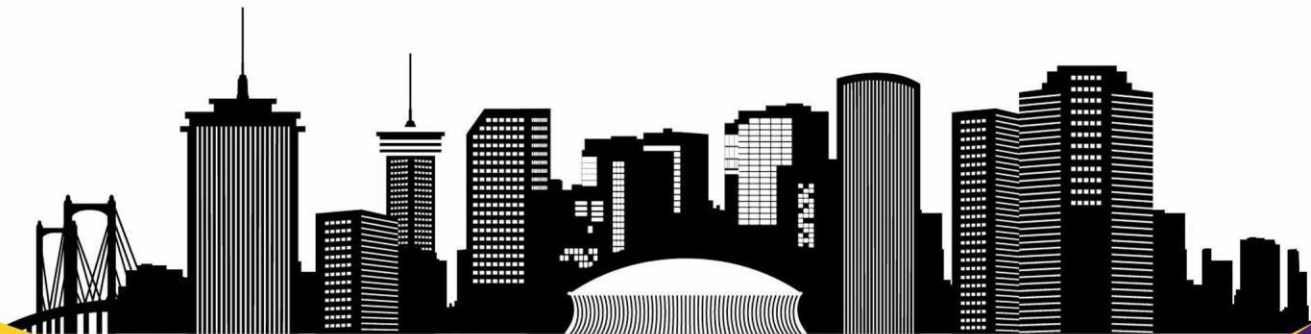
MS Administration

OB Gyn



## Employee Separations

- Louisiana Workforce Commission guidelines require LSUHSC-NO send a separation 77 form to all paid separated employees (including retirees) within 3 business days of separation.
- Adherence requires all employee separations to be processed in a timely manner.
- Separations of all paid employees are processed electronically via PeopleSoft.
- Contact Talent Acquisition & Operations at [recruittalent@lsuhsc.edu](mailto:recruittalent@lsuhsc.edu) regarding general employee separation process questions.
- Contact Employee Relations at [nohrmlabrel@lsuhsc.edu](mailto:nohrmlabrel@lsuhsc.edu) regarding all involuntary employee separations prior to processing.



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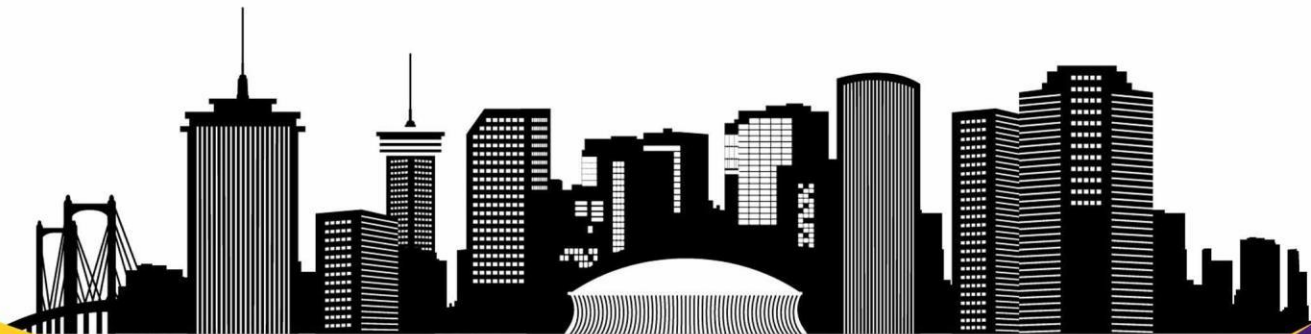
# HRM Talent Development

Braylin Artigues, *Manager, Talent and Organizational Development*

# Faculty & Staff Performance Evaluations

- Same process as last year
- We are finalizing the 2024 form and portal link testing with IT
- Hybrid trainings will be offered in this room (Lions Building 632)
  - January 31, 2024, 1:30pm to 3:00pm
  - February 5, 2024, 9:00am to 10:30am
  - February 7, 2024, 2pm to 3:30pm
- We welcome walk-ins to our office
- Appeal Deadline March 15, 2024

Review Period	Unclassified Performance Evaluations Activity
January 1, 2023 – December 31, 2023	2023 Evaluation Period opens <b>Monday, February 5, 2024</b> . Employee Evaluations must be completed with all parties' acknowledgement and submitted to Human Resources via the online submission portal (Microsoft Forms) by the established due date of <b>Friday, March 1, 2024</b> .
Resources	
LSUHSC-NO Resources	<a href="#">Performance Evaluations Administrative Policy</a>



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# Parental Leave

Jill Fragoso, *Chief Human Resources Officer*

# Parental Leave

- Parental leave went into effect for eligible Classified employees January 1, 2024 as approved by the Civil Service Commission
  - Birth or placement of the child must be on or after January 1
- Previous Governor signed an executive order allowing it for most unclassified staff, except for higher education
- LSU worked on revisions to PM-20 to allow for eligible unclassified staff and faculty to also be covered, *but it has not yet been signed by President Tate*

## WHAT IS PARENTAL LEAVE?

Parental leave provides the employee time to bond with a child following the birth of a child or placement of a child under the age of 18 with the employee for adoption or foster care. Parental leave also allows adoptive and foster parents to attend post-placement court proceedings and mandatory meetings related to the placement.

Questions?

**The next Hybrid Liaisons Meeting will be held on  
Thursday, February 15, 2024 (10:00a-11:00a)**

Please let us know if there is  
a topic that you would like to  
hear about!


MS Forms: [LINK HERE](#)





<b>Human Resource Management Contacts</b>		
Chief Human Resources Officer	Jill Fragoso	#3-2634
<b>Employee Relations</b>		
Employee Relations Manager	Leila McConnell	#3-4947
Employee Relations Consultant	Mike Jarvis	#3-1680
<b>Benefits</b>		
Associate Director, Human Resources	Aaron Miley	#3-2954
Benefits Manager	Maddie Hopkins	#3-8742
Benefits Generalist (Leave Administrator)	Mark Gele	#3-7812
Benefits Consultant	Laurie Kirzner	#3-8741
Benefits Consultant	Terry Varnado	#3-2799
Benefits Coordinator	Krystal City	#3-7780
<b>Human Resource Information Systems (HRIS), Talent and Organizational Development</b>		
Assistant Director, HRIS and Talent/Organizational Development	Jane Behlen	#3-1616
HRIS Manager	Emily Hernandez	#3-5798
File Room Coordinator	Janet Magee	#3-8158
Administrative Coordinator 4	Michael Mosley	#3-4834
Human Resources Specialist	Myra Christophe	#3-1781
Human Resource Analyst	Beverly White	#3-3916
Manager, Talent and Organizational Development	Braylin Artigues	#3-1609
Talent & Organizational Development Consultant	Donnie Watkins	#3-8640
<b>Compensation and Talent Acquisition</b>		
Assistant Director, Compensation and Talent Acquisition	Sara Schexnayder	#3-4226
Talent Acquisition Manager	Shauna Caputo	#3-2047
Human Resources Specialist	Timethia Brown	#3-4835
HR Generalist	Cristina Guillory	#3-2044
HRM Talent Acquisition Specialist	Tannia Jacob	#3-4832
Sr. Recruiter	Cathy Martin	504-512-1610
Sr. Recruiter	Yahti Wooten	504-512-4401





thank  
you