



# UPPING YOUR HR GAME

DEB HANSON



Messina Concrete

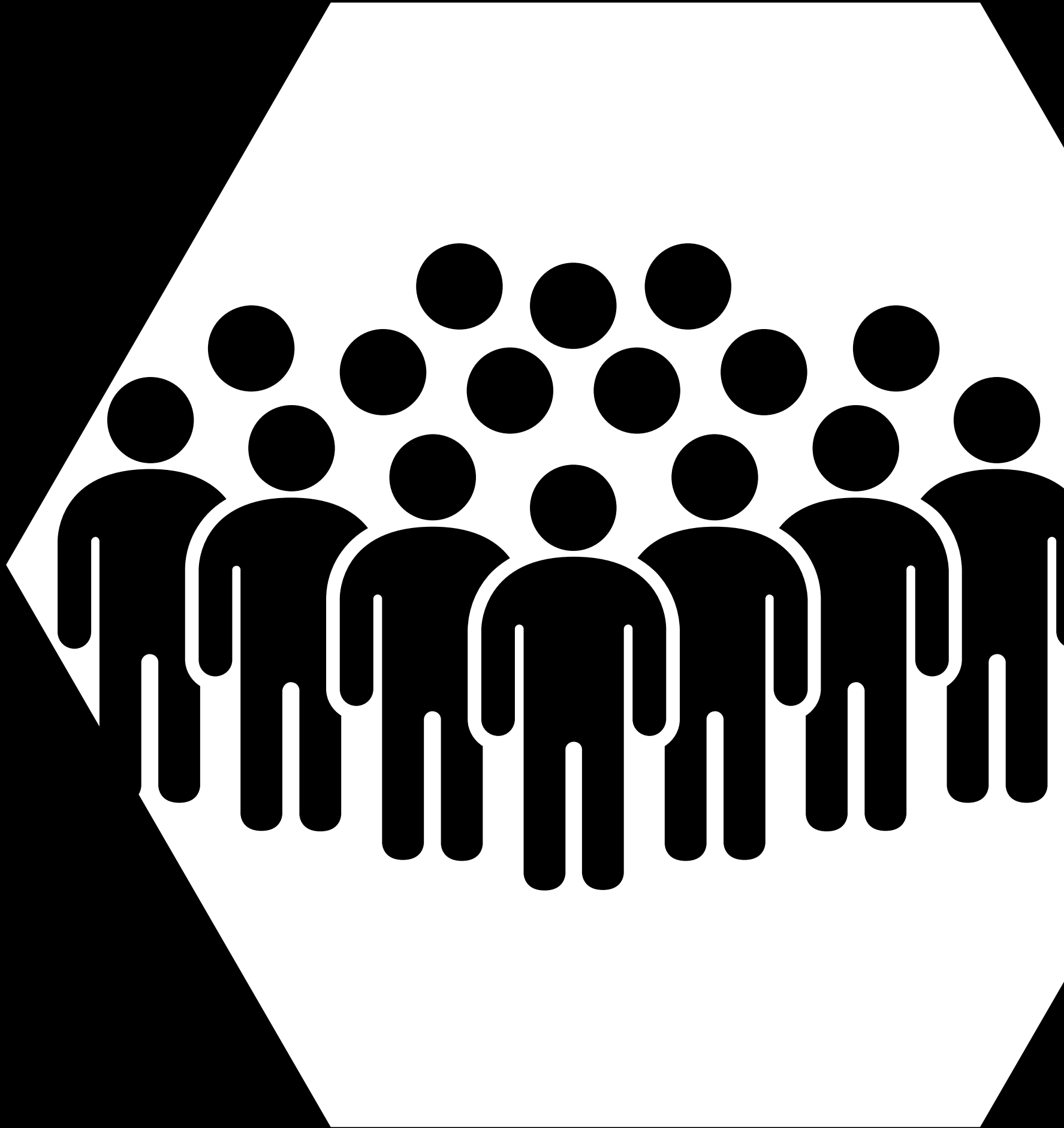


@messinaconcrete





People are your  
biggest asset



# REMOVE OSTACLES FROM THE OPERATIONS TEAM



# Time-Off Request



1. Team Member Name: \*

Enter your answer

2. Assigned Plant \*

- Plant 1 - Monroe
- Plant 2 - Flat Rock
- Plant 3 - Plymouth

3. Job Classification \*

- Gravel Train Driver
- Loader Operator
- Management
- Mechanic
- Mixer Driver

Next

\* Required

## Requested Days Off

HR will respond with an approval or denial of the requested dates within 48 business hours.

**\*\*SINGLE DAYS OFF MUST BE REQUESTED\*\***

4. Type of Request \*

- Vacation
- Personal
- Leave Early
- Come in Late

Back

Submit

5. Start Date \*

Please input date (M/d/yyyy)

6. Return Date: \*

Please input date (M/d/yyyy)

7. If you would like to add a reason please enter below (not required)

Enter your answer

8. Would you like to add a second choice for this request in case the above dates are denied? \*

- Yes
- No

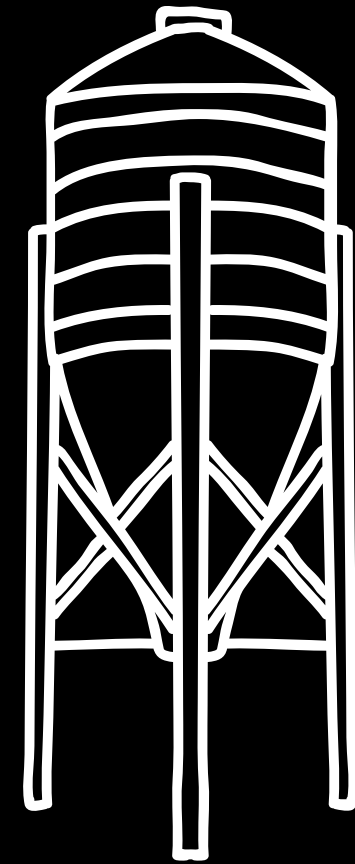
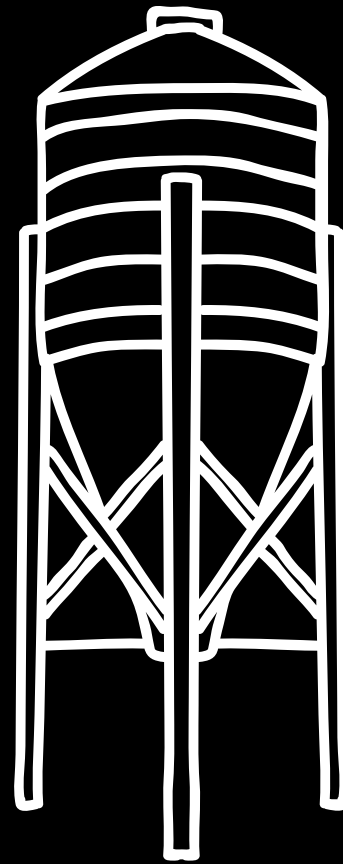
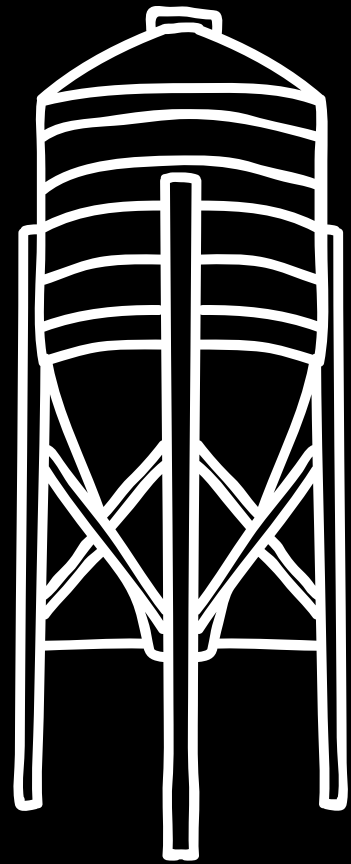
Back

Submit



Align Culture at all three plants

Before the  
Culture Change



Communication Consistency Celebration

# MESSINA TIMES

AS THE DRUM TURNS

## WORDS OF WISDOM FROM BIG V!

Change. It's the one constant in life. Whether we like it or not nothing stays the same. The last 10 years have been full of changes. 2023 marks the 10 year anniversary of my fathers passing. And those of us that knew him probably all wonder the same thing some times. "What would Frank think about Messina Concrete Today?" My dad's focus was always on taking care of the client first. He would bend over backwards to make people happy. That attitude and his room filling generosity towards others made him who he was. Respected and loved by all. It over flowed into his business and helped put Messina on a path towards something great. Everyday I try to lead Messina in a direction he would approve of while recognizing that things change. My dad never wanted us to be the biggest. He wanted us to be the best. That was his goal. That is my goal. And that is one thing that will never change.

G. O. A. L. - GET OUT AND LOOK



**Safety First, Safety ALWAYS!**  
Please ensure you are **completing your REQUIRED/MANDATORY Vehicle Inspection Report at the beginning of each day!** In the near future we will begin **auditing the reports for compliance at each plant.**

# Increased Communication

# Family Safety Service Teamwork

## *Driving Excellence with Brian*

The key to any success starts with a strong **FOUNDATION!** Each of you play a key role in our success. Our culture here at Messina Concrete is based on a series of philosophies that we'll call: Messina Family Core Values (MFCV). The MFCVs are what we live by and drive our decision-making at Messina Concrete – they are the foundation of everything we do and unite us around a culture of excellence.

### **#1 Safety First-Safety ALWAYS!!!**

- G.O.A.L get out and Look
- Be Situationally aware
- Knowing the Rules and regulations and following **THEM!**

### **#2 Service-Deliver the Best Service in the Industry**

- Professional-Courteous Service
- Be invested in the service you provide
- Every customer means 100% of our customers, and not some of the time. Amaze them **EVERY TIME.** No exceptions. No excuses!

### **#3 TEAMWORK-One TEAM across all Plants working together to create GREATNESS one yard at a time!**

- Respectful Communication
- Seeing the **BIG PICTURE**
- Supporting each other

Every Team Member has the opportunity to choose greatness every day and realizes that their beliefs and values drive unified performance. YOU=the DIFFERENCE!!

# Celebrating our Employees

Messina Exclusive

Issue No. 2

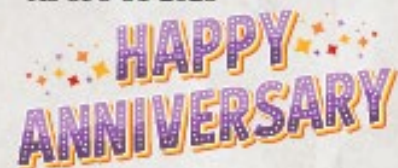
## May Operational Excellence

	May Top Yds	YTD Top Yds	Fiber Mesh	Top Driver Yds
Monroe	#3	#3	1354.75	<b>Chris Jarrait</b>
Flat Rock	#2	#2	1875.50	<b>Dan Sachs</b>
Plymouth	<b>#1</b>	<b>#1</b>	<b>2487.25</b>	<b>Mark Snell</b>

\*As of 5-31-2023

From our TEAM of Trains **Fabrizio, Jason, Willie & Bill** have hauled upwards of over 39,000 tons of sand and stone so far this year.

Thanks to all for making the magic happen. We couldn't do it without you!



### June Anniversary's

- Mike Nolan - 26 years
- Russ Labo - 25 years
- Scott Baker - 15 years
- Terry Dyda - 12 years
- Laura Cohn - 6 years
- Tyler Morgan - 2 years
- Michael Moore - 1 year

### June Birthday's

- Ryan Howard
- Jared McKeown
- Ross Jarrait\*
- Vince Messina\*
- Mark Meyeroff\*
- Mickey Roussin
- Aaron Smith
- Tyler Carson



\*JUNE 28TH... THE DAY OF LEGENDS

### Big Jobs that need YOUR Continued Excellence

**Flat Rock** - We have resumed work at the Ford HUB Facility with Aristeo Contracting. The focal point will be a new central campus building which sits on the site of Ford's 66-year-old Product Development Center, located on the northwest corner of today's Research & Engineering Center. Future home to Ford's product development community.

**Plymouth**- Work on I 275 North Bound is well underway. We are partnering with GM and Sons and F and M Contracting to supply over 6000 CYDS of approaches, curbs, and gutter pan. All MDOT Hi Spec Concrete.

**Monroe**- Ford Insite on LaPlaisance Road- the footers with B and B and the curbs with Tre Torri are finishing up and we aim to start the floors in early June. B and B will be looking for over 1000 cyds a day 3-4 days a week. Buckle up.

**We have a busy season ahead and cant thank you enough for your ongoing dedication and commitment to being the best in the business!**



Messina Exclusive

Issue No. 6

## September Operational Excellence

	Aug Top Yds	YTD Top Yds	Fiber Mesh YTD	Top Driver Yds
Monroe	<b>#1</b>	<b>#1</b>	3609.50	<b>Marty Siffer</b>
Flat Rock	#2	#3	4664.25	<b>Joel Salinas</b>
Plymouth	#3	#2	<b>6672.50</b>	<b>Bill Evans</b>

\*As of 9-30-2023

Top yards by plant MTD are divided by number of drivers at that plant to determine average per driver



### Your Team of Train Drivers



From Fabrizio - This is my 28th yr with Messina. I spent the first 10yrs in a mixer last 18yrs in a train. I've been Union steward last 14yrs and have been on the Executive board for the last 2. What I like the most about my job is the scheduled hours its structured and allows us to have a life outside of work. Off the clock cars and boating take up most my summer - good Bourbon and cigars fill in the gaps.

For you new guys - longer you stick around the more you become like family.



From Jason - being in the gravel train division has been a great fit for me. Hauling aggregate into each Messina plant lets me offer positive vibes to the drivers, mechanics, and dispatchers. With having a set schedule it allows me time to spend with my wife and kids. On evenings and weekends I love to go for a nice run, bike ride, or splash on the paddle board with my family and friends.



From Willie - Vince is one of the best bosses I've ever had. Every day is a challenge operating my gravel train safely and I love a good challenge. I love being around my grandkids and family, deer hunting, Nascar, and yard work while putting a few cold ones down.



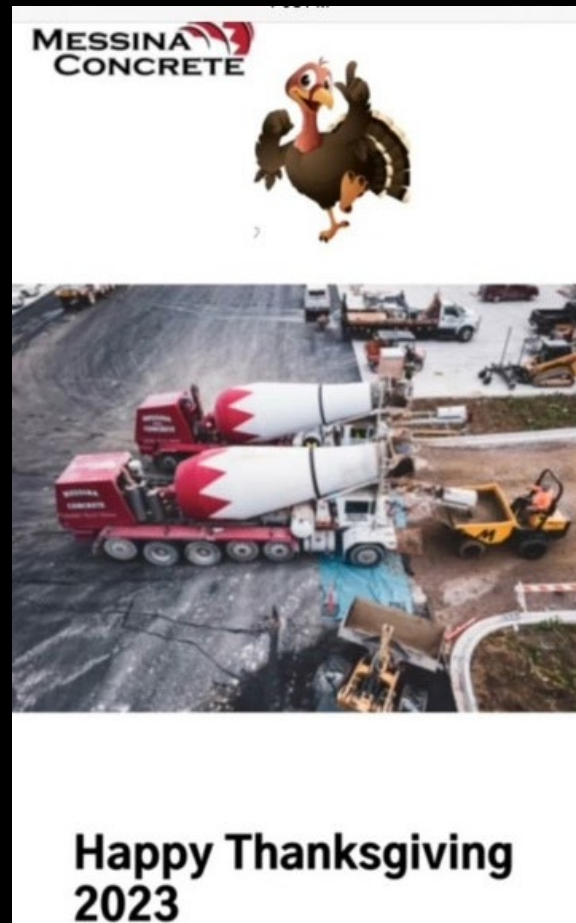
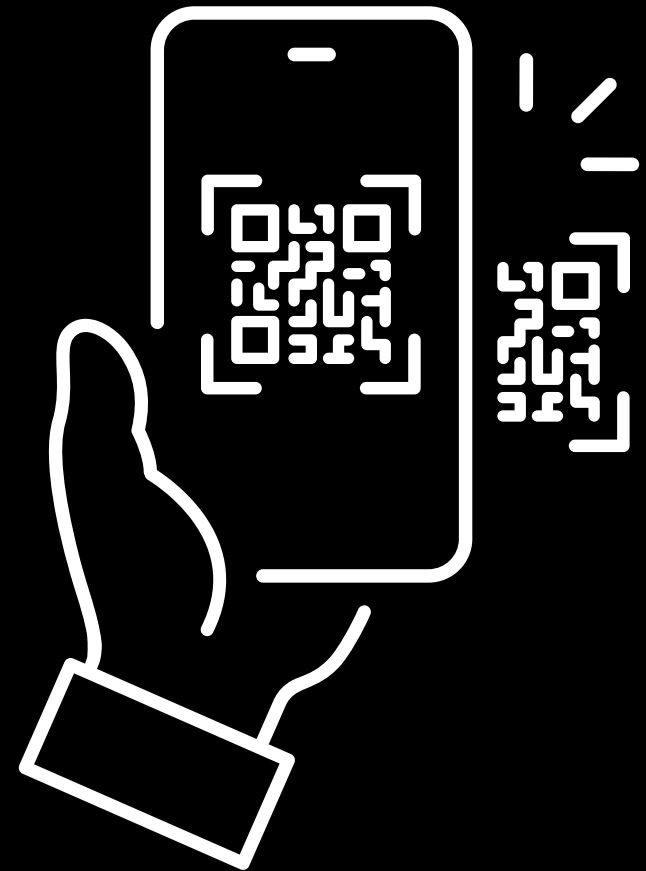
From Bill - Things I like about the job: consistent routine and the close bond I share with all of the train drivers. Things I like outside of work: spending time up north with family and friends

**Fabrizio, Jason, Willie, & Bill** had another great month of hauling sand and stone to each of our plants during this busy time. Not only does this team of trains drive upwards of 80k miles a year, you can also see them jumping in whenever they're needed. Whether that's in a mixer, the loader, a bulker, or just to help around the yard, they are always dependable.

We appreciate you all and we couldn't do it without you!

# ... BUT WE DIDNT STOP THERE

## VIDEO MESSAGING FROM OUR LEADERSHIP TEAM





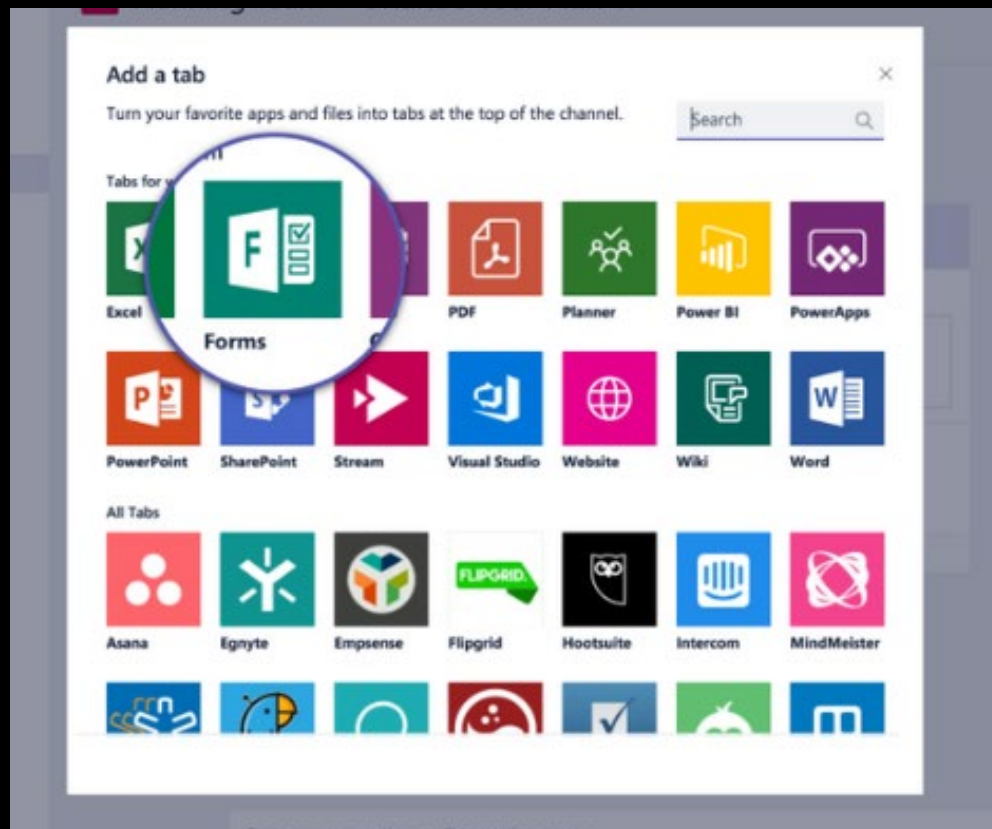
# More Communication and Consistency Within Our Operations Team



Communication Consistency Celebration



# CONSISTANT EMPLOYEE ACCOUNTABILITY



**Potential Policy Violation**

HR will review and any prior disciplinary actions within 48 business hours. Resolution will be provided to issue to team member

[Start now](#)

A notification card with a background image of a mountain landscape with hot air balloons. The card contains the text 'Potential Policy Violation' in a large, bold, dark font. Below this, a smaller line of text states: 'HR will review and any prior disciplinary actions within 48 business hours. Resolution will be provided to issue to team member'. At the bottom of the card is a dark grey button with the text 'Start now' in white.

# CONSISTANT EMPLOYEE ACCOUNTABILITY

## Potential Policy Violation

HR will review and any prior disciplinary actions within 48 business hours.  
Resolution will be provided to issue to team member

Hi, Kristin. When you submit this form, the owner will see your name and email address.

\* Required

1. Date of Violation \*

Please input date (M/d/yyyy)

2. Employee Name \*

Enter your answer

3. Plant \*

Select your answer

4. Suggested Course of Action \*

Select your answer

Reprimand

Suspension without pay

Termination

No Action

5. Violation \*

Accident

Equipment

Conduct

Driving Scheudle

Attendance

Misc

6. Details of Event \*

Enter your answer

7. Issued By: \*

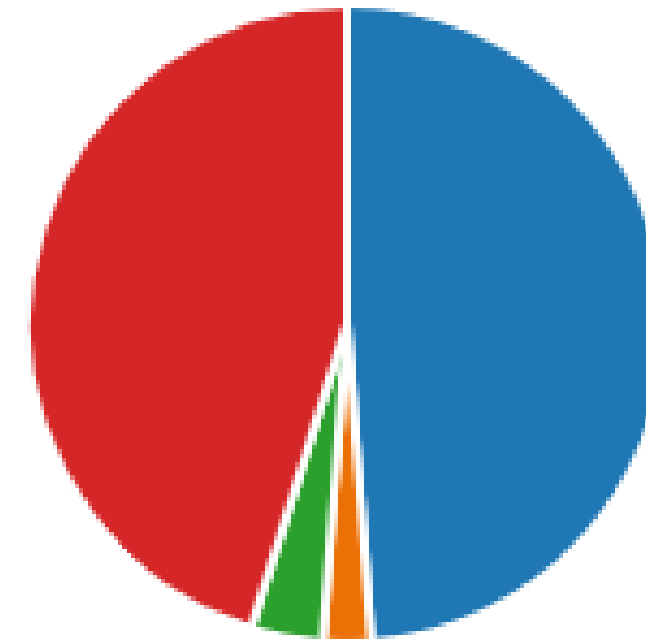
Select your answer

# CONSISTANT EMPLOYEE ACCOUNTABILITY

## Suggested Course of Action

[More Details](#)

● Reprimand	40
● Suspension without pay	2
● Termination	3
● No Action	37

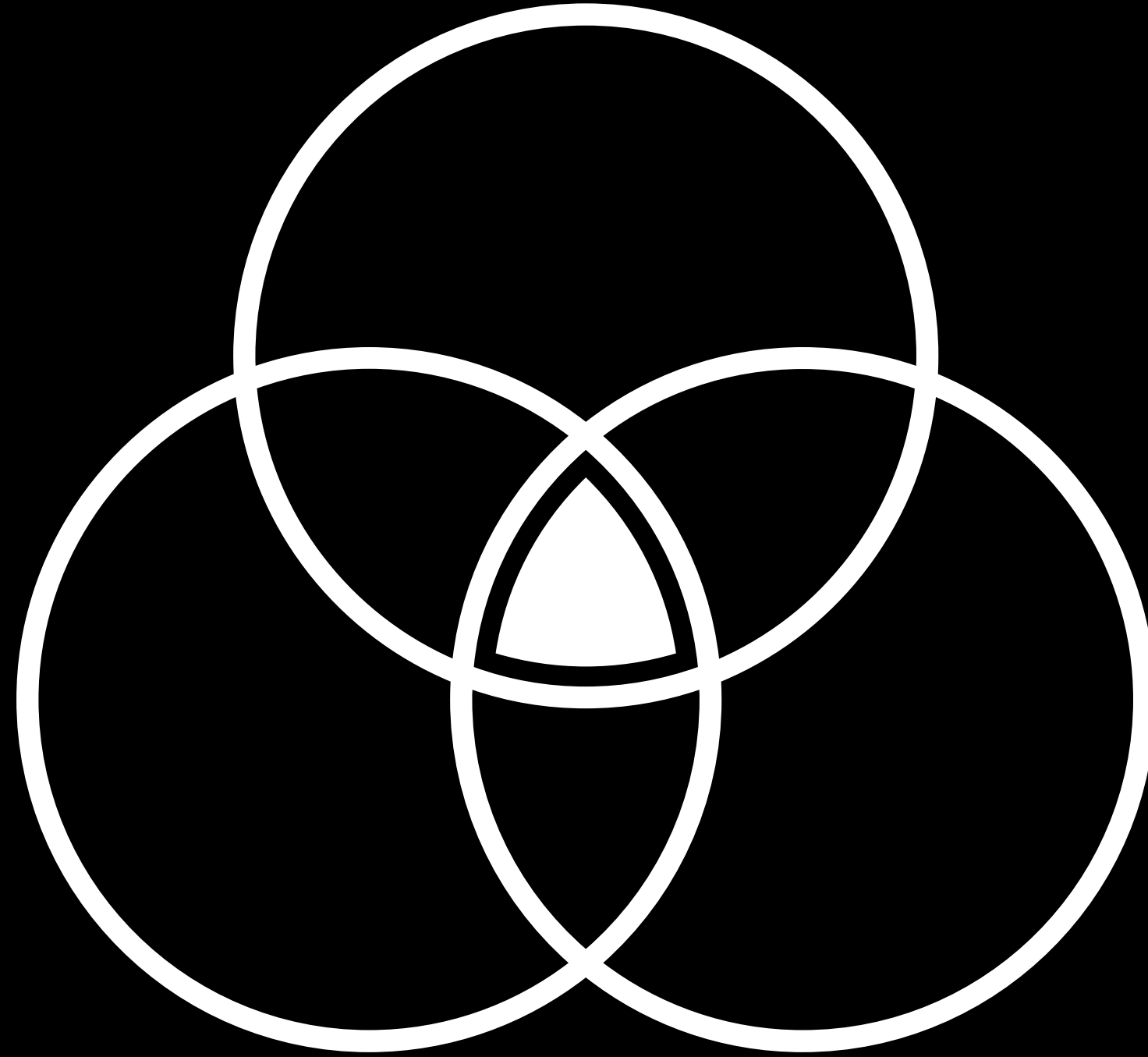




# More Celebrations



# RESULTS





# QUESTIONS?



Like & Follow Us!



[hr@messinaconcrete](mailto:hr@messinaconcrete)







# HOW TO MAKE A FORM IN TEAMS

Search for apps

Power Apps Excel Forms Tasks by Planner and Word Workflows Team Forms See all

Add a new app

**Forms** [About](#) ×

Create a shared form that your team can edit and see results





Add an existing form

Create a recurring survey

Post to the channel about this tab

[Back](#) [Save](#)

# HOW TO MAKE A FORM IN TEAMS

 Preview  Style **Collect responses**  Present 

## 1. Question

Option 1

Option 2

## 2. Question

Enter your answer

## 3. Question

Please input date (M/d/yyyy) 


## 4. Question





☆ ☆ ☆ ☆ ☆

**+ Add new**


## Send and collect responses

- Anyone can respond  
Anonymous response, doesn't require sign-in
- Only people in Messina Concrete can respond
- Specific people in Messina Concrete can respond

 Feedback

Example



Recipients can scan the code on a phone or tablet to access the form. **Download**