

Date	Pos/Neg	Category	Action Description
2/10/2020	Positive	Attendance	<p>Adhieu came to her Supervisor and informed me that she is currently down to 1 vehicle and will be needing to leave early by 5am because she shares the vehicle with her husband to get to work. I let Adhieu know that this would be ok for about 30 days but she would need to resolve the situation so that she is able to work her full scheduled shift and longer shifts on shutdown nights and weekends.</p>
3/5/2020	Negative	Attendance	<p>After speaking with Adhieu about her still leaving early and it has been almost a month, she still has not resolved her issue with finding another vehicle to use or schedule a ride with a co-worker or friend so that she is available to work her full shift. At this time Adhieu is being given 2 more weeks to resolve this issue.</p>
3/17/2020	Negative	Attendance	<p>I spoke with Adhieu today to remind her that this is the last week that we will be making accommodations for her to leave early because of her vehicle situation. She has been spoken to twice before about several options she has to be able to stay her full shift including riding with co-workers before and after the shift. Adhieu has agreed that by Monday 3/23/2020 she will be able to work her full shift again and not need to leave early. It was also discussed with her that if she is not able to resolve this issue by Monday that she may have to switch positions since it is a requirement for sanitation personnel to be available to work a full shift every scheduled day of work to complete all necessary tasks.</p>