



Provenance Consulting

Provenance Quarterly

January 2012

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Human Resources:

Helping to Preserve Our Number One Asset(s)

Hopefully you have heard by now that Provenance's "HR Department" has officially become an HR Department. Many of you got the chance to meet the new Human Resources Manager and we encourage those of you who haven't to give her a call or stop by the office when you are in town. Some have asked what took so long and some have asked why so soon. As a company grows, so do its needs and the timing of each step is not exactly a science. An HR department is responsible for many things. Some of the responsibilities include ensuring legal compliance, training and development, cost savings, performance improvement, and upholding corporate image, just to name a few. At the end of the day it is about preserving Provenance's number one asset, our employees. From day one Provenance has worked to be the employer that employee's choose to stay with, not because it's the only option, but because we are their first choice. Formalizing our Human Resources Department and the many functions that come with it gives us the opportunity to ensure our

employees are receiving the best employment experience possible.

One of the things we are most excited about is formalizing our employee review and evaluation program. This program will allow us to give our employees valuable and timely feedback regarding their work performance and goal achievement. This is by far the most requested function by our employees and we are happy to bring it to the organization. As we grow, the opportunities within the organization begin to grow as well; the need to formalize the different levels, divisions, and career paths becomes more important with each new position. As we begin to structure each level of the organization we are able to show employees a true career path with tangible and obtainable steps and goals to move from position to position.

Another important function of the HR department will be upholding and passing on our corporate image. The more we expand, the less "hands on" opportunity we (the Partners) will have to pass along our culture. The HR department and our Managers will become more and more imperative to

ensuring we recruit the most qualified applicants, select the most suitable candidates, and retain the most talented employees while still perpetuating our culture and values.

Finally and most importantly, the HR Department will be instrumental in determining the level of employee satisfaction which is often the toughest measurement to obtain. With carefully designed employee surveys, focus groups and an exit interview strategy, human resources determines what underlies employee dissatisfaction and will assist in addressing those issues to motivate our employees.

We are excited about our future and we hope the addition of the HR Department will help to give each employee the best possible experience while employed with Provenance.

Thank you, and God Bless.

Justin Adams
Managing Partner

Newbies & Anniversaries

Welcome aboard:

Angela Goodwin,
Data Technician

Lance Robinson,
Mechanical Field
Technician

Danica Gipson,
Data Technician
(Alliance)

Justin Phillips,
Process Engineer
(Sweeny)

Kelly McDonald,
HR Director

Thank You For Your Commitment & Dedication:

Dane Mercer, 3 December
4 Years of Service

Jasmine Ward, 26 October
2 Years of Service

April Lopez, 13 December
4 Years of Service

Shane Courville, 4 October
1 Year of Service

Racquel Roman, 13 October
3 Years of Service

Arturo Gonzalez, 8 November
1 Year of Service

Employee Referral Program

2012 has started out on a great note for the company! With new opportunities on the horizon, Provenance is in need of qualified employees more than ever.

Some of the most successful hires that Provenance has made were a direct result of personal references from our employees. With this success in mind, we are implementing a temporary referral award program to help fill the need for various positions.

The referral requirements are as follows:

1. *To refer a potential employee, please complete the Employee Referral Form and return it, along with a copy of the prospective candidate's resume to the Human Resource department.*
2. *You are eligible for a referral award only when you refer external candidates.*
3. *For every qualified referral, you will have*

your named entered into a drawing for a \$250 gift card.

4. *If the candidate you refer is hired, you will receive an initial referral award of \$500, a second referral award of \$500 after the new employee has worked for 6 months and a third referral award of \$500 after the new employee has worked for one year. (All awards are less applicable taxes and withholdings.)*

5. *Only one referral award can be given per candidate. If a candidate is referred by more than one employee, the first referral received will be the one rewarded if the candidate is hired.*

The positions that currently qualify for the program include a Piping Designer and a PHA Facilitator. Please visit the company website for full job descriptions under the "Careers" tab.

Everyone is eligible and will be rewarded for their hard work when their referral is hired!

Family Updates

Congratulations to Seth Shields and his fiancé, Ashley!

Seth and Ashley met while attending high school in Stinnett. It wasn't until years later while Seth was attending Texas Tech and Ashley was at WT that they began dating. They are tying the knot on February 25, and are purchasing their first home here in Borger!



Congratulations to Matt Leos and his fiancé, Meilani!

How Matt met Mei:

Matt met Mei in the piano lounge of his freshman college dorm. She was doing physics homework on one side of the room, he was doing physics homework on the other side of the room, but when their eyes met – it was all chemistry. They were introduced that night by a mutual friend.

How Mei met Matt:

Mei does not remember the aforementioned story – apparently there was less chemistry than Matt had thought. A couple days later, Matt was walking with friends into the library when he saw her again. Since they had met just a couple days before, Matt assumed that they both had a pretty strong friendship. Matt began talking to Mei and joking around, as this is what friends do. Unfortunately Mei had no idea who this dude cracking jokes to her at night outside of the library was. Thus the second first meeting.



*These two love birds are making it official on
February 11th!*

Did you Know?

We love getting to know the families of our employees so earlier this month we asked Nestor Paralicci to tell us a little more about his children's involvement in Texas Academy of Performing Arts. Here is what Nestor had to share:

This all started last year while trying to find something for the kids to do over summer break. Annie has mentioned that she wants to be a model, singer and dancer and Nestor wants to be an actor, doctor and video game programmer.



Then we saw an ad for the Texas Academy of Performing Arts (TAPA) for a week long summer camp which would introduce kids to dancing, singing and performing so we thought that would be good for both kids to do. When we picked them up that afternoon we could not get them to stop talking about their experience, they were hooked. They ended up going for four weeks that summer and signing up for classes in the fall. After the first week they ended up doing some skits and performances. Donna and I were not only surprised but very proud that Nestor and Annie would be standing in front of a crowd singing, dancing and performing; I know I could not do that at their age.



The first play they did together was "Go Dog! Go!" which is based on a children's book. Because TAPA is still a small organization, when you are in a play you get to experience everything that goes into it and Nestor and Annie would be so excited about doing costumes, working on the props and going to rehearsals. During the play times, they spend about 12-16 hours a week helping out and rehearsing at TAPA, which along with school is very challenging and we are proud to say that they have managed to get all "A's" in their report cards last year!

And because they are so excited about this, as parents we can't also help getting into it. Donna and I have spent and are spending many of afternoons and weekends helping build the sets, props and even part of the stage. And we do it willingly, to see your kids happy and really interested in something constructive is a blessing.

Since "Go Dog! Go!", Nestor got the part as Elvis in the "Miss Nelson is Missing" play, yes he got to dress up as Elvis with a big black wig and act like the cool kid in class! And Annie was in "Miracle on 34th Street" she got to play the kid who sat in Santa's lap and asked for the big toy along with other various roles throughout the play. And if they are not in the play, Annie has been an usher and Nestor a prop assistant so they are getting to experience other aspects of the theatre.



Currently, Nestor got a part in "Boxcar Children". He plays Benny, the youngest of the Boxcar kids. The performance dates are February 10-12 and 17-19.

Top Picture:

Nestor and Annie in "Go Dog! Go!"

Middle Picture:

Annie's First Performance

Bottom Picture:

Nestor Dancing with the Ladies



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Pop Quiz!

Be the first employee to correctly answer all three questions below and win a \$10 Sonic gift card.

1. Who is this Provenance employee?
2. What is Justin Adams' middle name?
3. According to the Provenance website, what are the two primary benefits of our ARTS software?

Call Jenny to submit your answers!

Our goal is to make a Provenance Quarterly newsletter that includes all of YOU. If you have any special events, pictures or suggestions that you wish to include in our next quarterly newsletter, please contact Jenny Brancheau.

Getting to Know Kelly McDonald

Many of you have already had the chance to meet our HR Director, Kelly McDonald who joined us at the beginning of January. In case you haven't visited with her, we had Kelly answer a few questions so that you can get to know her a bit better...

1. Truck or Sports Car? **Definitely sports car – I love to drive fast**
2. If your life had a theme song, what would it be? **Mama Said There'd be Days Like This by Van Morrison – I chose this song for multiple reasons. First, I love Van Morrison...my most favorite band ever. For you young ones, you should check it out. Second, it makes you appreciate the good days within life and not to sweat the bad ones.**
3. What cd is playing in your car right now? **Goo Goo Dolls & Foo Fighters**
4. What is the best advice you have ever been given? **Believe in yourself and you can overcome anything.**
5. What is your most embarrassing moment? **Walking thru Times Square in NYC and tripping on the sidewalk in front of a huge crowd of people.**

6. What is your life motto? **Life is too short, don't take it so seriously.**

7. If you could only eat one thing for the rest of your life, what would it be? **Cheesecake – traditional cheesecake, pumpkin pie cheesecake, strawberry cheesecake, chocolate cheesecake... I love them all**

8. What is your favorite part about Provenance so far? **The people...everyone has been great and extremely helpful. I have never felt so welcomed.**

9. Why do you love Borger, TX? **I grew up in Borger. I was actually born in the hospital that is currently being torn down. Borger is the kind of place that you really have to dig deep to really find the best attributes about why it is so great. Like being able to go into the jewelry store and knowing you can walk out with a diamond and go show it to your husband. Going into the grocery store and being greeted by name. Having a mini-class reunion every time you go to dinner. It's the little things that come with living in a small town, that can be both a blessing and a curse but you wouldn't change for the world. I love Borger because of the relationships the town has fostered. I love Borger because it's home.**

10. Tell us a little about yourself... **As you already know I was born and raised in Borger. I am married to Rick McDonald. If any of you have ever wrecked your car, then you may know him...he manages B&L Bodyshop. With the way I drive, it was a match made in heaven. We have three kids, all boys (and yes being the only female in the house makes me very spoiled.) They are Zach – 19, Brendan – 17 and Brayden – 15. They are all very active. We can be frequently found at the football or baseball fields. We do many activities as a family. We make frequent trips to Waynoka to ride four wheelers. Although it aggravates me to no end that all of my boys can ride wheelies and I can't. We hunt. Well they hunt and I tag along. I can shoot a deer as long as it's really close, standing still and I get three shots. I can't hit a bird if my life depended on it. And we watch a lot of sports... everything from college football to UFC fights. As you can see, there is a lot of testosterone in my home and not a much room for girly things. I wouldn't have it any other way!!!**

I am very excited to be working for Provenance. It is not often that a person gets the opportunity to work for a great company, in the town that they live, doing the job that they love. I am very fortunate to have found all three!