



Monthly Report

*June 2024
Human Resources*

HUMAN RESOURCES REPORT – JUNE 2024

Human Resources employees were busy assisting departments and processing new and separating employees, employee performance appraisals, pay adjustments and 816 applications/resumes were processed. We continued to assist departments on human resources matters including job postings, announcements, job descriptions, evaluations and change of status forms. We assisted employees with health/life insurance, retirement issues and other personnel-related matters.

New employees received orientation sessions throughout the month. Part-time orientations were completed online. Full-time employees attended in-person orientations to receive information about the City and were enrolled in the City's Health and Wellness Program and other benefits.

From May 28th through June 6th, Human Resources hosted Open Enrollment meetings. The HR team scheduled individualized meetings for each department and provided detailed information for those employees. These meetings provided employees with important information on upcoming changes to benefit plans and the Open Enrollment period. Employees had from May 23rd to June 21st to make any changes to their benefits.

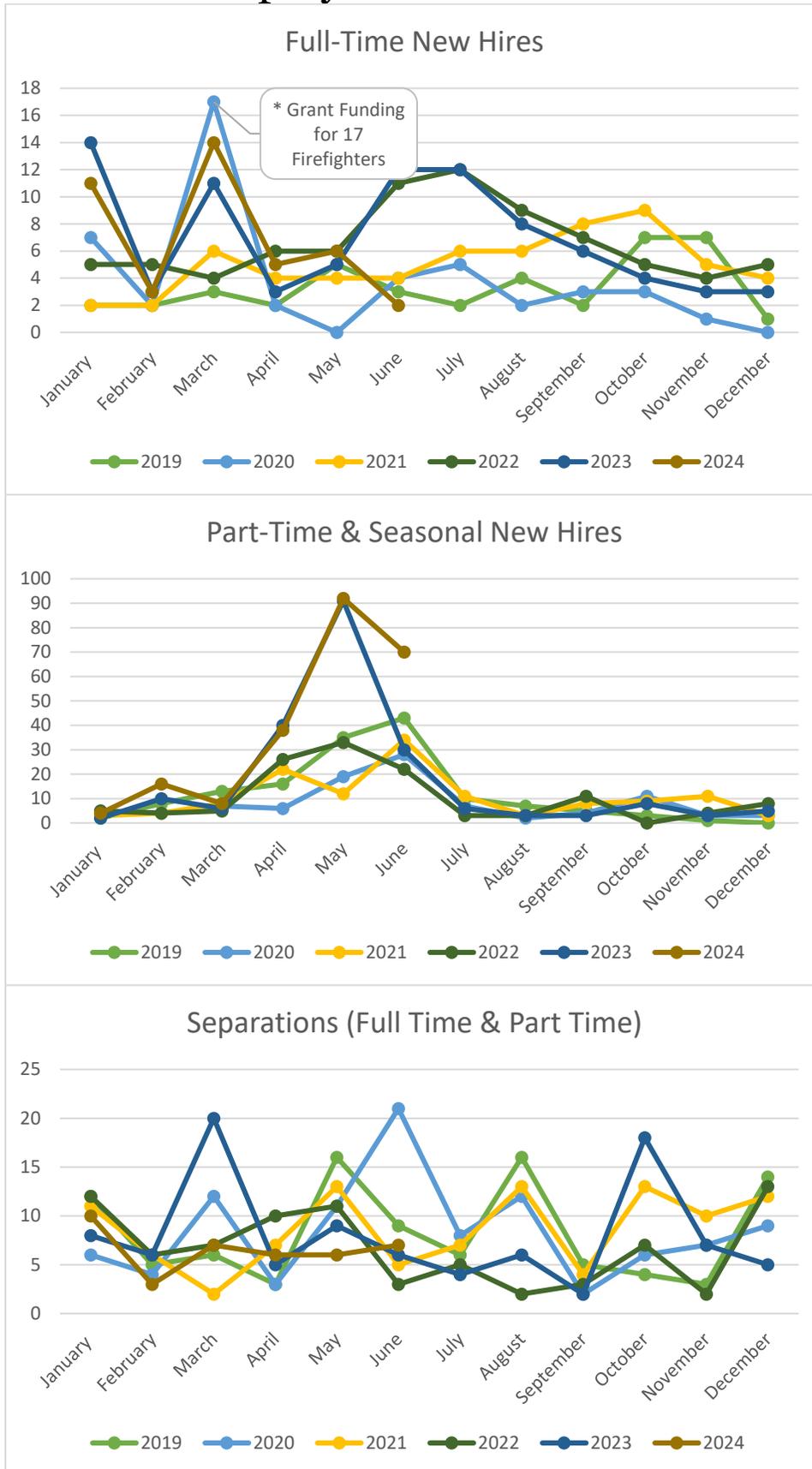
Throughout June, the Human Resources team provided training to leaders across all departments. Leaders were able to attend one of six classes to learn more about the importance of performance management and how to provide effective performance reviews using SMART goals. Additionally, leaders from the Public Works department provided overwhelmingly good feedback on the Foundations of Leadership training hosted by HR and an external trainer.

On July 1st, any changes employees made to their benefits during Open Enrollment will take effect.

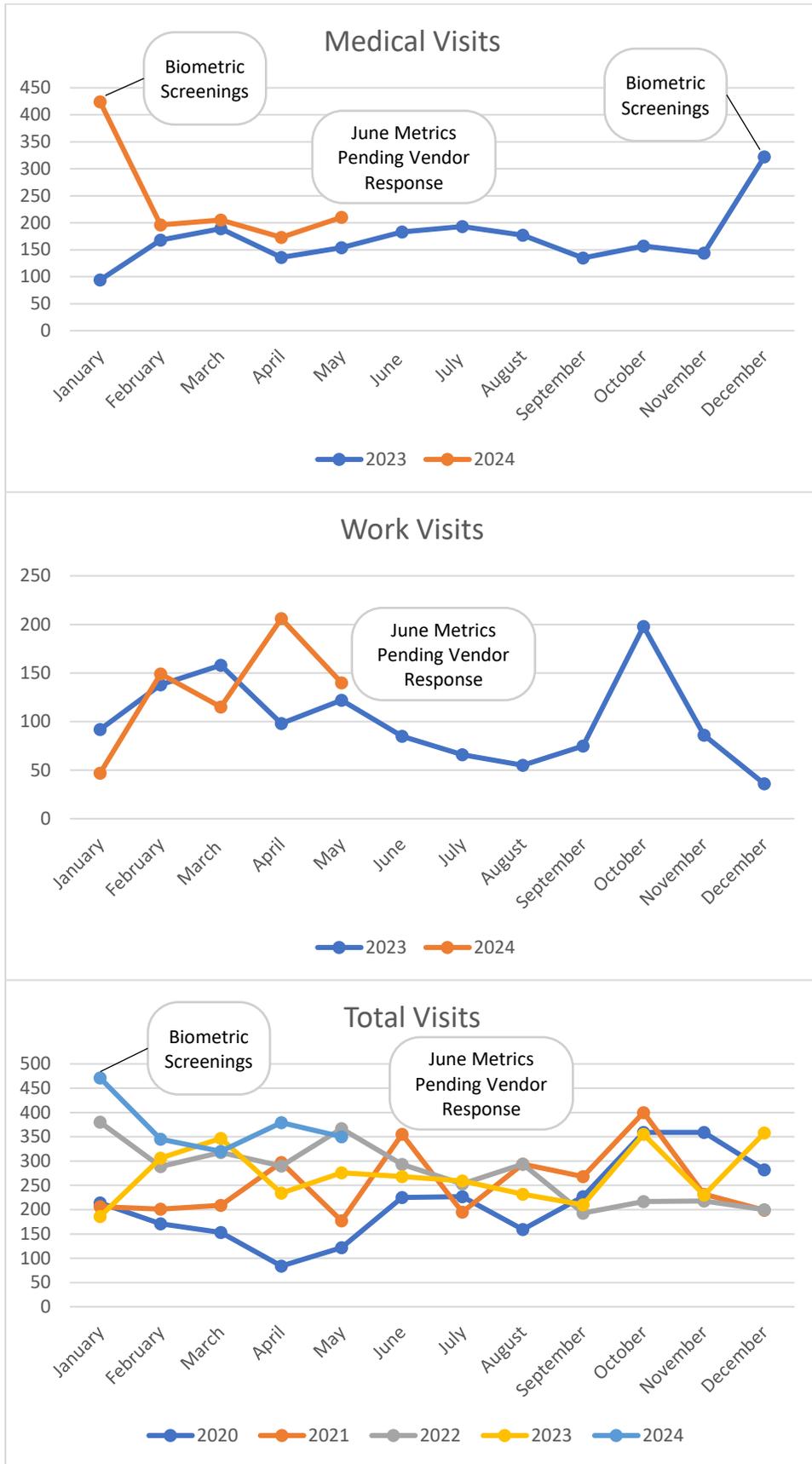
On July 15th and 16th, Daisy Jones, a retirement Specialist from Mission Square, will be on-site and available to employees. Jones offers personalized consultations to help employees understand their retirement plans, explore investment options, and make informed decisions about their financial futures.

Also on July 15th, the Healthy Habits wellness challenge will begin. Employees can sign-up and complete this challenge to earn credits towards their 2025 HRA funds. This five-week challenge will encourage employees to explore different avenues to monitor their personal health.

Employment Statistics



Clinic Statistics



Benefits Statistics

Employee (BCBS & SAV- Rx) Insurance Update:		
<u>MAY</u>	Medical Claims Paid	\$349,597.23
<u>MAY</u>	Dental Claims Paid	\$34,569.00
<u>MAY</u>	Vision Claims Paid	\$3,760.63
<u>MAY</u>	Drug Card*	\$107,515.89
TOTAL	May	\$495,442.75

