



Monthly Report

*October 2024
Human Resources*

HUMAN RESOURCES REPORT – OCTOBER 2024

Human Resources employees were busy assisting departments and processing new and separating employees, employee performance appraisals, pay adjustments and 515 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.

Throughout the month of October and into November, Fire Fighters completed their biometric screenings and physicals ensuring they're fit and able to perform their job duties.

On October 16th, we welcomed a professional trainer onsite to provide training on how to "Navigate Challenging Situations". This is a part of a Professional Development Series where we welcomed the same trainer back October 23rd to teach the "Customer Service: Creating a Positive Experience" class. Full-Time & Part-Time employees can register and attend the training with management approval.

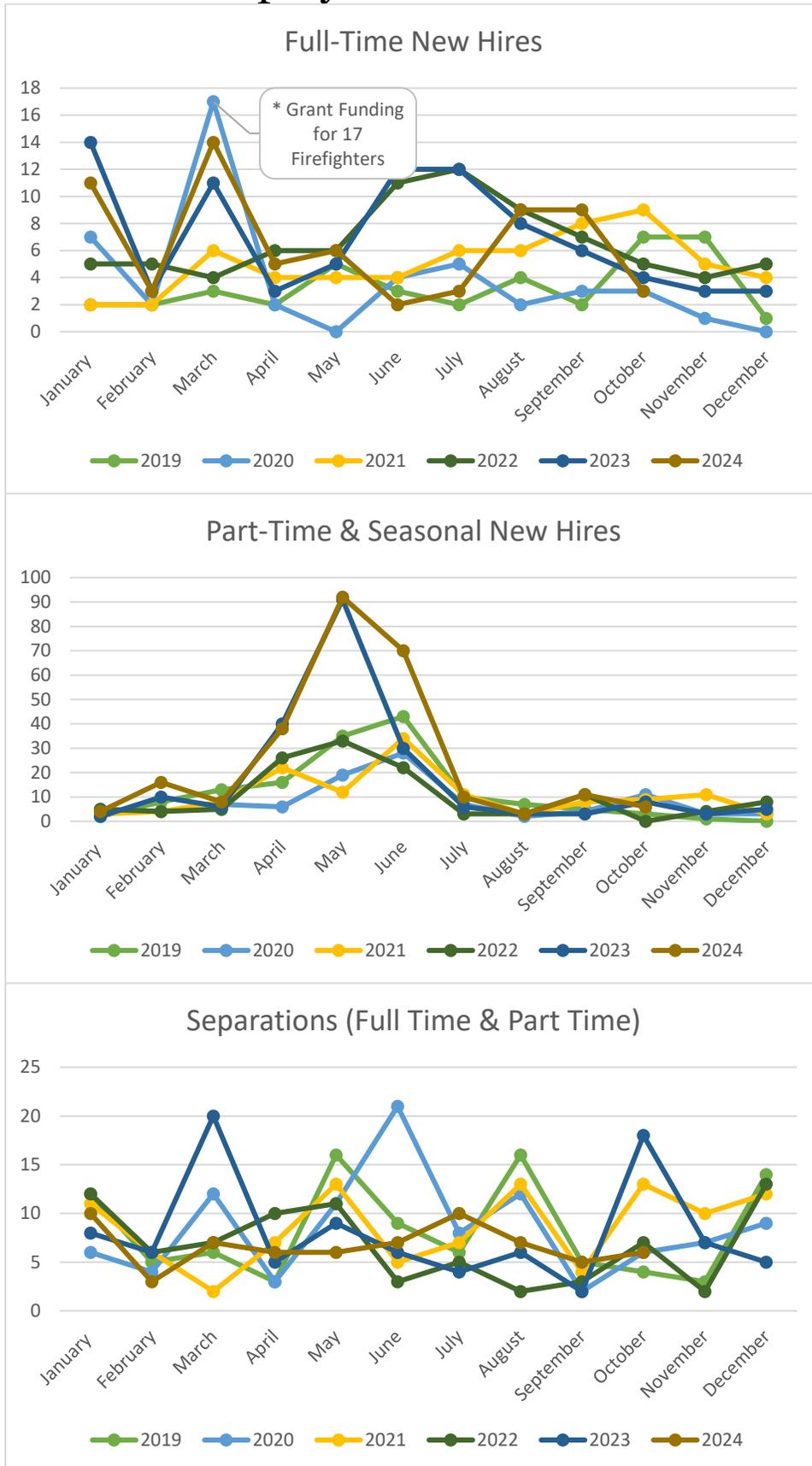
On October 17th, the City and Human Resources hosted the Annual Employee & Retiree Appreciation Luncheon. The event was catered by Logan's Roadhouse and all employees received an Amazon gift card to show the City's appreciation for their work.

On October 31st, Human Resources hosted the Treats & Team Spirit event. All departments participated, and they all decorated their own themed booths. Each department and booth offered a variety of treats including hot food and snacks. Employees were encouraged to venture to all booths located in multiple locations. Two \$50 gift cards were raffled off to those who made it to all booths.

Starting November 4th, employees will be able to complete their Open Enrollment for the Healthcare FSA, Dependent Care FSA, Sick Leave Bank, and Medical Opt-Out benefit plans. Employees have until December 4th to make their elections through NeoGov.

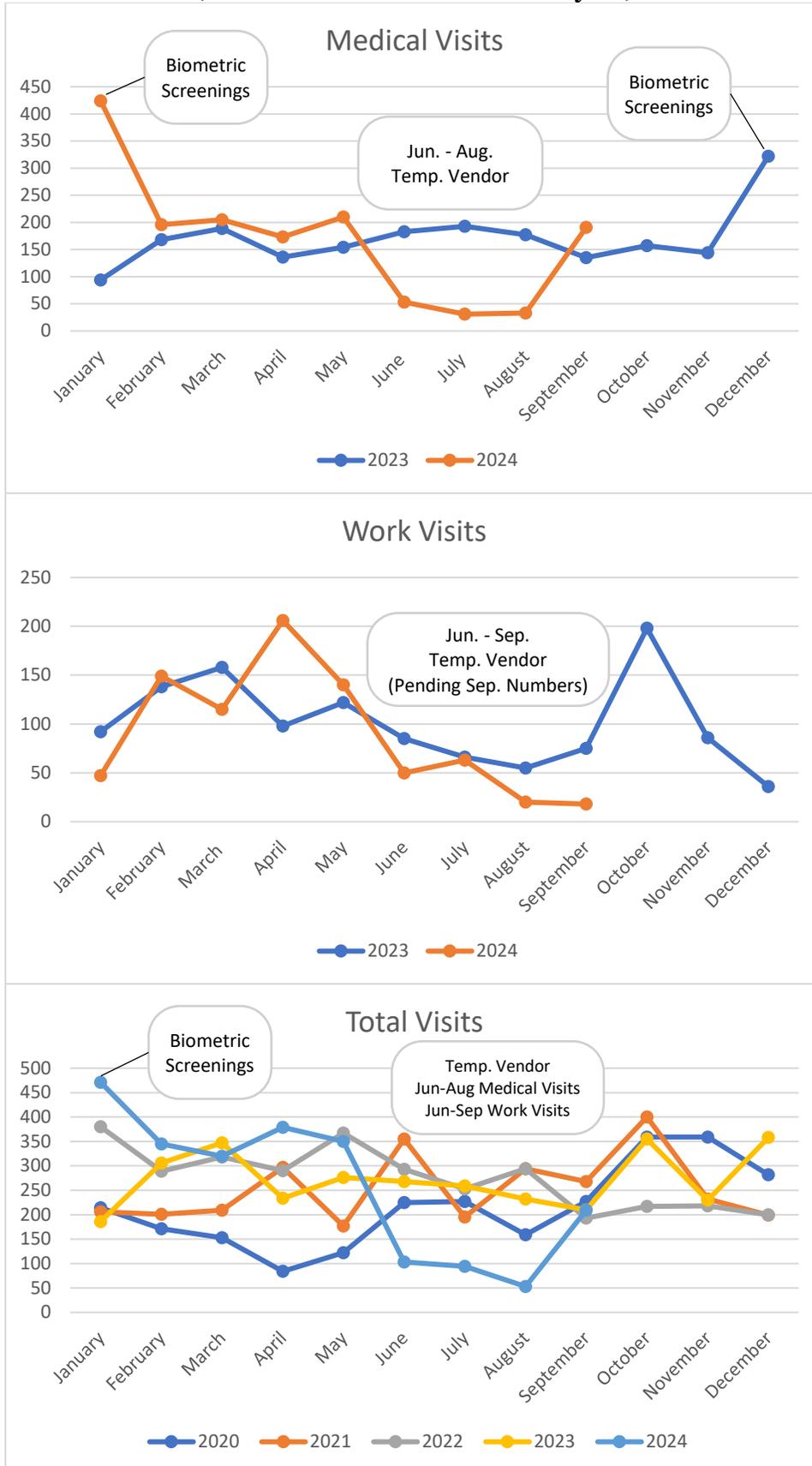
In November, the Professional Development Series continues with a class on November 14th teaching employees about "Mastering the Business of Workplace Etiquette".

Employment Statistics



Clinic Statistics

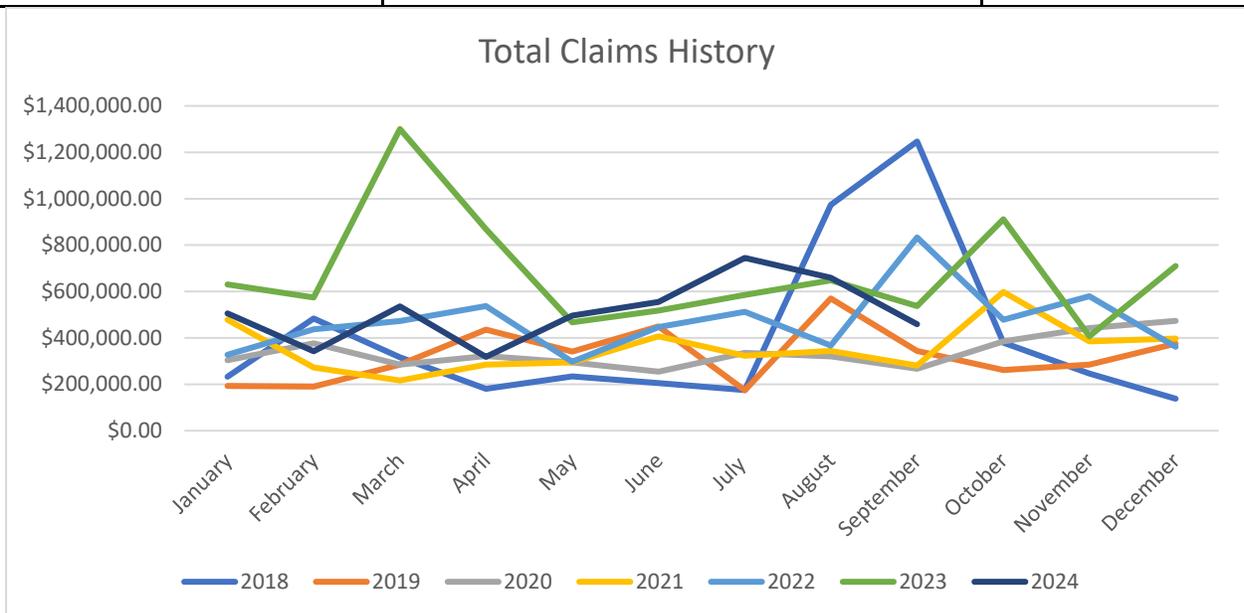
(October Vendor Data Delayed)



Benefits Statistics

Employee (BCBS & SAV- Rx) Insurance Update:

| | | |
|-------------------------|---------------------|---------------------|
| <u>SEPTEMBER</u> | Medical Claims Paid | \$356,126.72 |
| <u>SEPTEMBER</u> | Dental Claims Paid | \$4,978.00 |
| <u>SEPTEMBER</u> | Vision Claims Paid | \$4,025.81 |
| <u>SEPTEMBER</u> | Drug Card* | \$94,525.18 |
| TOTAL | September | \$459,655.71 |



Total Annual Claims Paid (Through August '24)

