



Monthly Report

*February 2025
Human Resources*

HUMAN RESOURCES REPORT – FEBRUARY 2025

Human Resources employees were busy assisting departments and processing new and separating employees, employee performance appraisals, pay adjustments and 353 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.

Due to the weather-related City closures on January 22nd and 23rd, the EHC extended biometric screening appointment availability for employees and spouses. Extended availability was provided on specific days throughout February. Employees and spouses had until the end February to complete all necessary Wellness Incentive Program steps to be eligible for the for the 2026 medical premium discount.

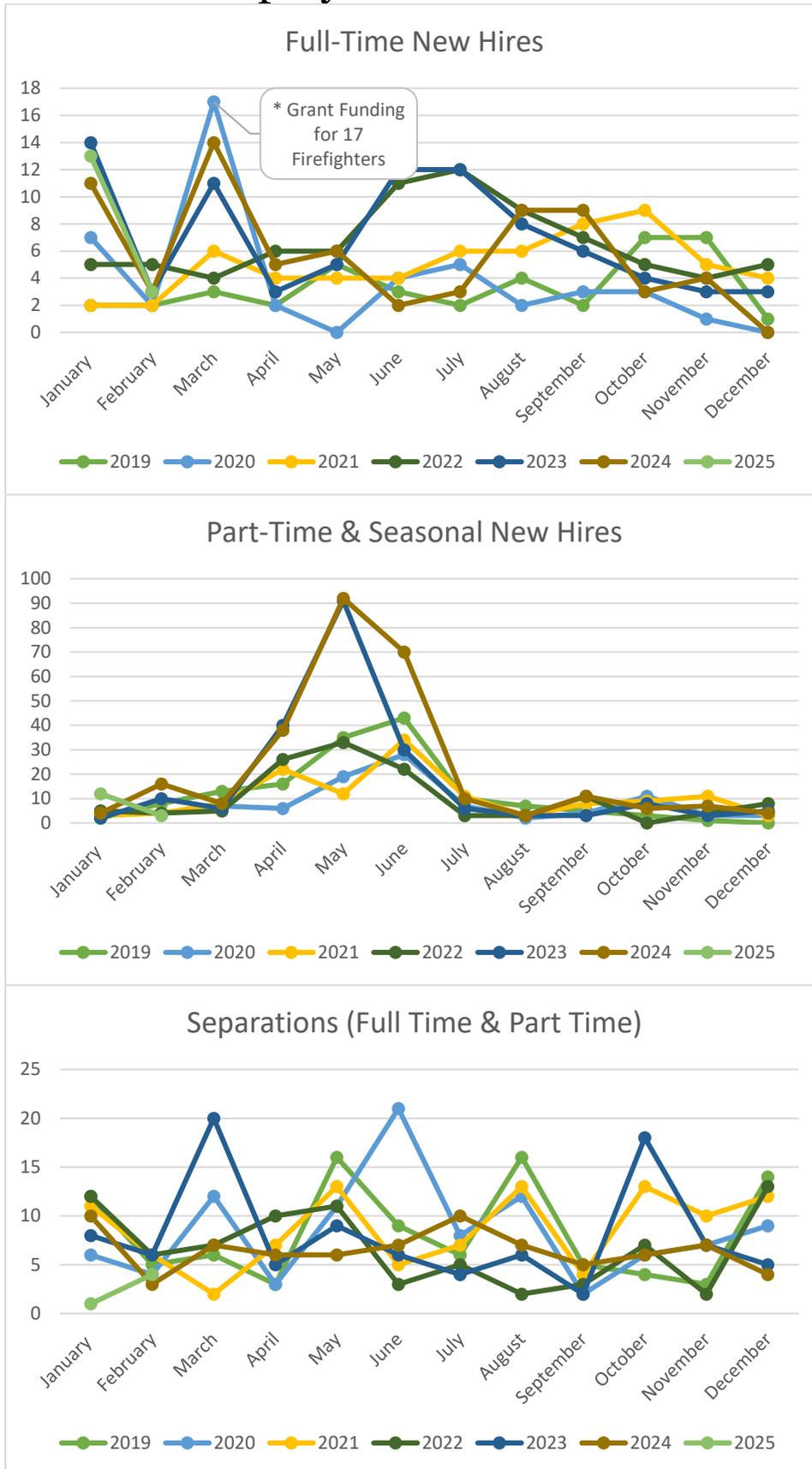
On February 11th – 13th, Human Resources welcomed JetDental into our Employee Health Center. This is a targeted initiative to improve our employees' dental health as 68% of our dental enrolled members completed the recommended two dental cleanings in the prior year. The initial event in August 2024 was very successful, and HR has received similar feedback regarding the February event. Employees and spouses will have access to JetDental again come August.

On February 17th – 19th, Human Resources provided all managers with in-depth training on the updated performance management process. The topics included the new performance review timeline for all FT employees, the new Employee & Leader Principles, SMART Goals, and Tips & Tools on how to track performance throughout the year.

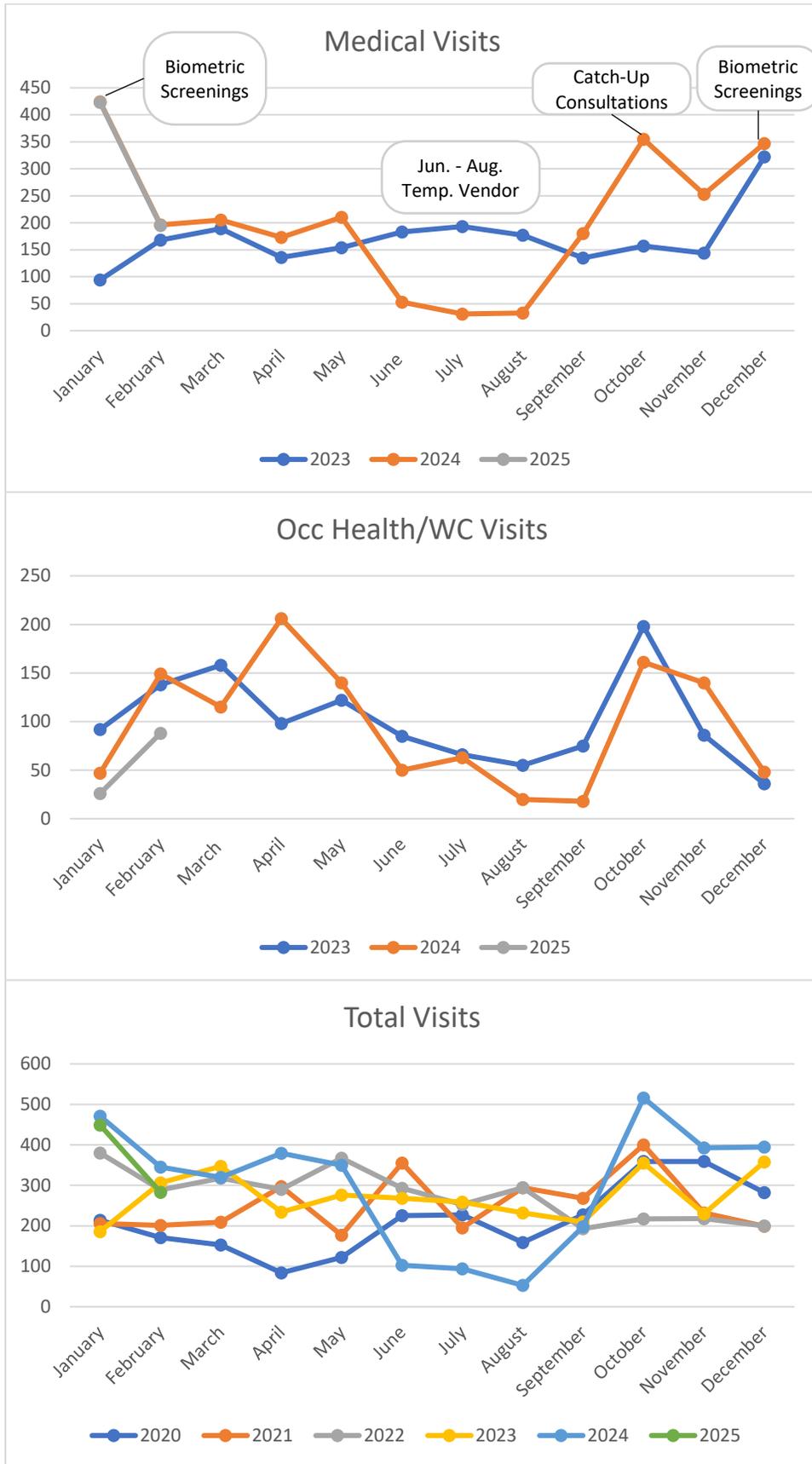
On March 4th – 5th, the City welcomes RedCross onsite for employees to donate blood. Employees who participate will receive 4 hours of paid leave that will be available to use till the end of the year.

On March 11th, the City will bring a masseuse onsite to provide 15-minute massages to employees. This is a part of the ongoing catalog of Wellness Events available to employees.

Employment Statistics



Clinic Statistics



Benefits Statistics

Employee (BCBS & SAV- Rx) Insurance Update:		
<u>DECEMBER</u>	Medical Claims Paid	\$354,165.82
<u>DECEMBER</u>	Dental Claims Paid	\$21,347.00
<u>DECEMBER</u>	Vision Claims Paid	\$7,139.41
<u>DECEMBER</u>	Drug Card*	\$29,369.00
TOTAL	December	\$412,021.23

