

Monthly Report

APRIL 2021

Human Resources

HUMAN RESOURCES REPORT – APRIL 2021

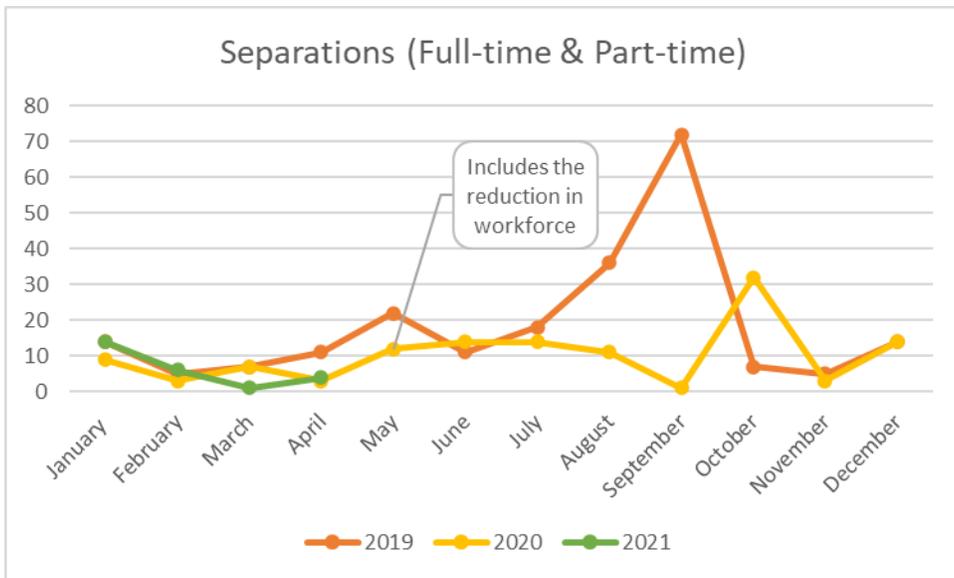
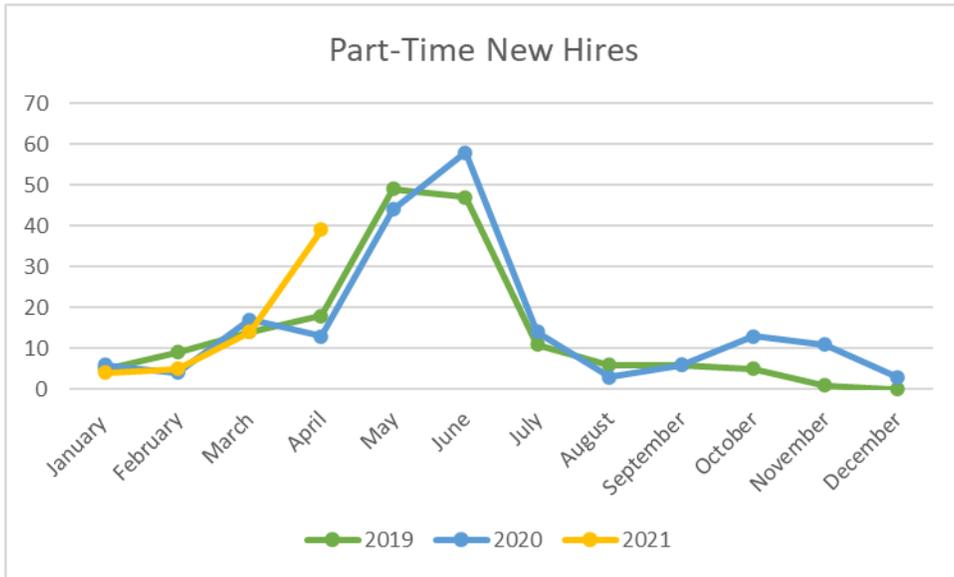
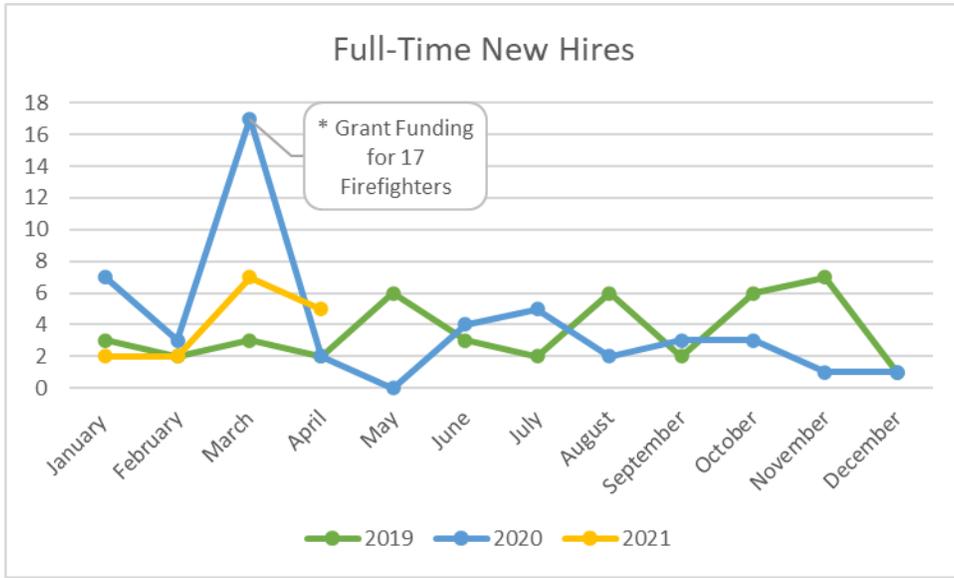
Human Resources employees were busy assisting departments and processing new and separating employees, employee performance appraisals, pay adjustments and 345 applications/resumes were processed. We continued to assist departments on human resources matters including job postings, announcements, job descriptions, evaluations and change of status forms. We assisted employees with health/life insurance, retirement issues and other personnel-related matters.

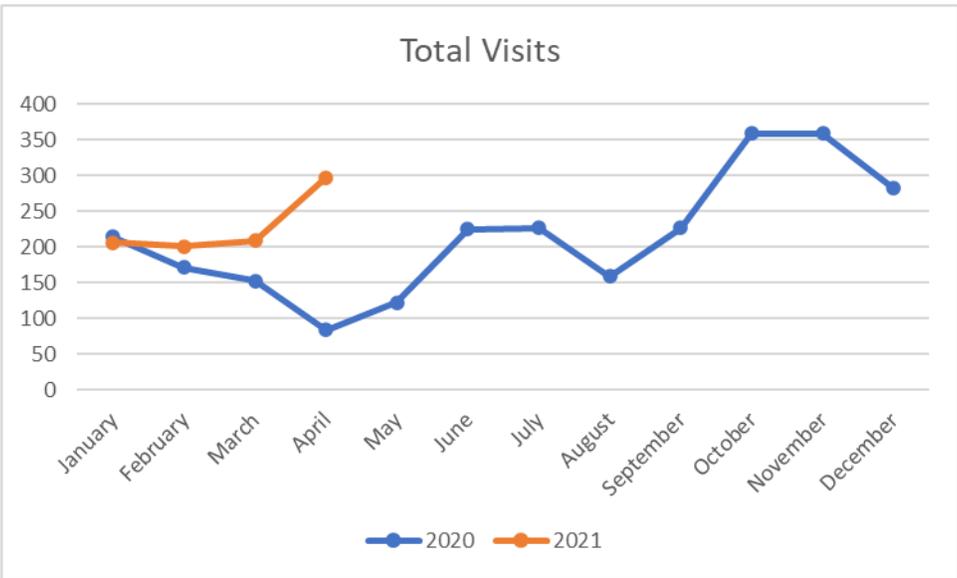
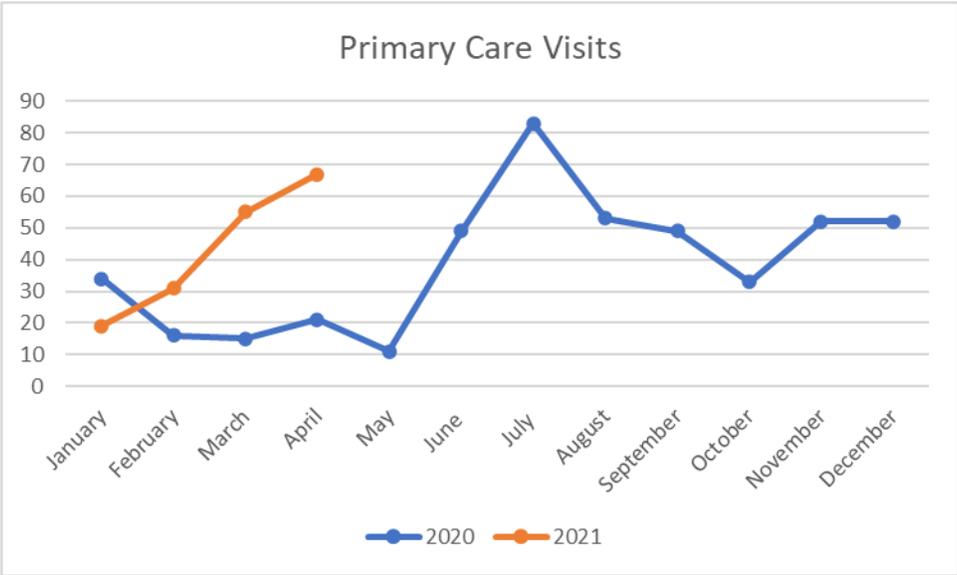
New employees received orientation sessions throughout the month. Part-time orientations were completed online in order to minimize traffic inside the building. Full-time employees attended in person orientations to receive information about the City and were enrolled in the City's Health and Wellness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

The Employee Health Center will have limited hours during the weeks of May 10th – May 21st while it moves to its new location. The new facility is located at 1120 Second Ave S. Human Resources has planned an open house for employees to tour the facility on May 20th & 21st. The open house is a drop-in event for employees only. Employees are invited to meet health center staff, tour the new Employee Health Center, and enjoy some giveaways. Social distancing will be observed.



Human Resources and Conway Medical Center also have planned a 3D mammogram event for May 20th in the parking lot of the Aquatic & Fitness Center. Mammograms can be scheduled by calling central scheduling at 843-234-5474.





Employee (BCBS & SAV- Rx) Insurance Update:		
<u>March</u>	Medical Claims Paid	\$216,584.81
<u>March</u>	Dental Claims Paid	22,600.00
<u>March</u>	Vision Claims Paid	3,953.99
<u>March</u>	Drug Card*	41,687.99
TOTAL	March	\$284,826.79

WORKER'S COMPENSATION

(Public Safety): DOI 04/07/2021 – An employee was working on electric wiring to the switch on a motorcycle. Smoke started to billow out of the motorcycle. The wire was on fire, so the employee disconnected the wire from the switch, burning the right thumb. The employee was treated at the Employee Health Center.

(Beach Services): DOI 04/07/2021 – An employee was setting up chairs and umbrellas when the hot sand made the employee develop blisters on the bottom of the feet. The employee was treated at the Employee Health Center.

(Public Safety): DOI 04/10/2021 – An employee was restraining a suspect when the suspect kicked the employee in the right shin and grabbed the employee's face causing a scratch to the left side of the neck and a cut to the inner front lip. The employee did not require medical treatment.

(Public Safety): DOI 04/16/2021 – An employee was attempting to handcuff a suspect when the employee fell on the pavement. The employee experienced swelling and an abrasion to the left knee & right shin and swelling to the right forearm. The employee was treated at the Employee Health Center.

(Public Safety): DOI 04/16/2021 – An employee was pursuing a fleeing suspect on foot and complained of chest pain and shortness of breath. The employee was treated at the North Strand ER.

There are no other reports of employees treated under Workers' Compensation for the month of April at this time.