



# Monthly Report

*January 2022  
Human Resources*

## **HUMAN RESOURCES REPORT – JANUARY 2022**

Human Resources employees were busy assisting departments and processing new and separating employees, employee performance appraisals, pay adjustments and 458 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 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 Human Resources Department began the 2022 WIP year with department-based meetings offered to all employees to share information on the Wellness Incentive Plan for 2022. Participation in the Wellness Incentive Plan requires 3 steps – completion of a health risk questionnaire, biometric screening, and a wellness consultation appointment.

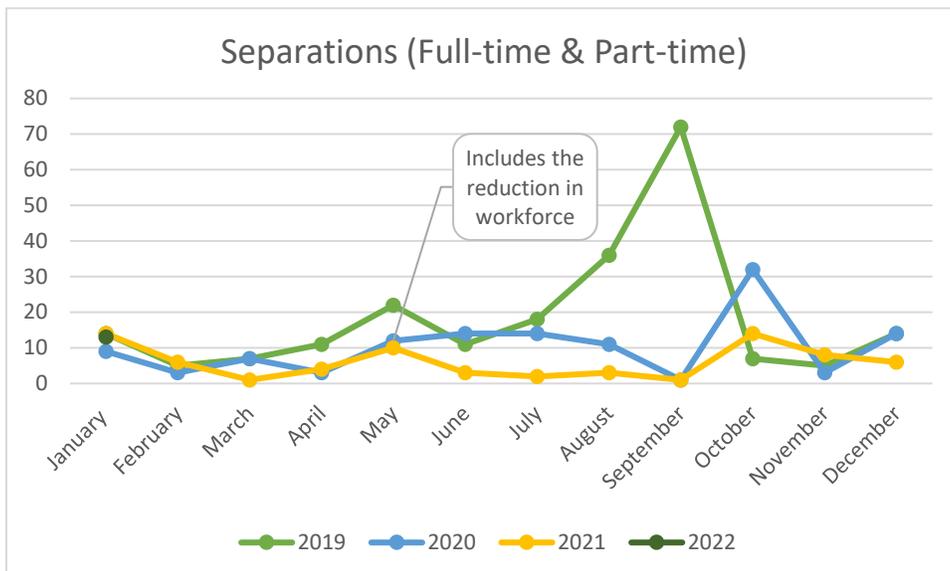
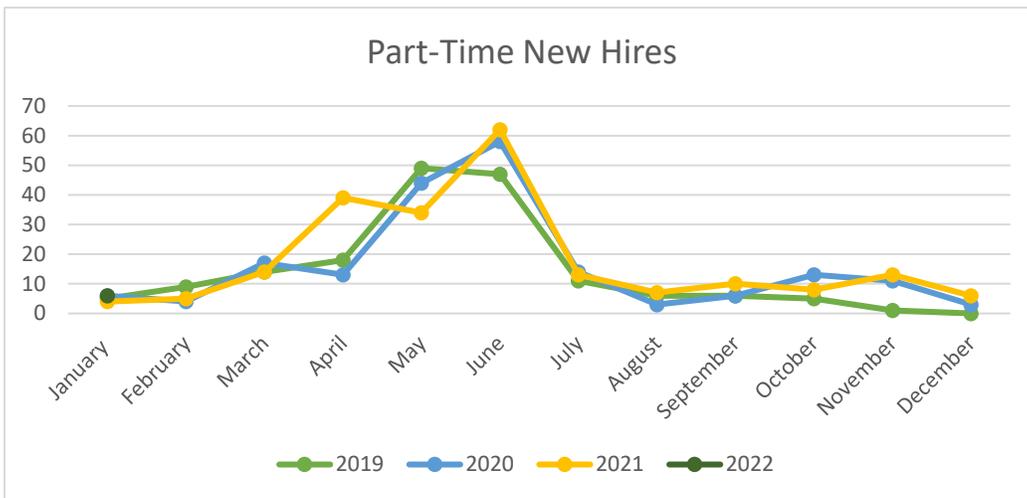
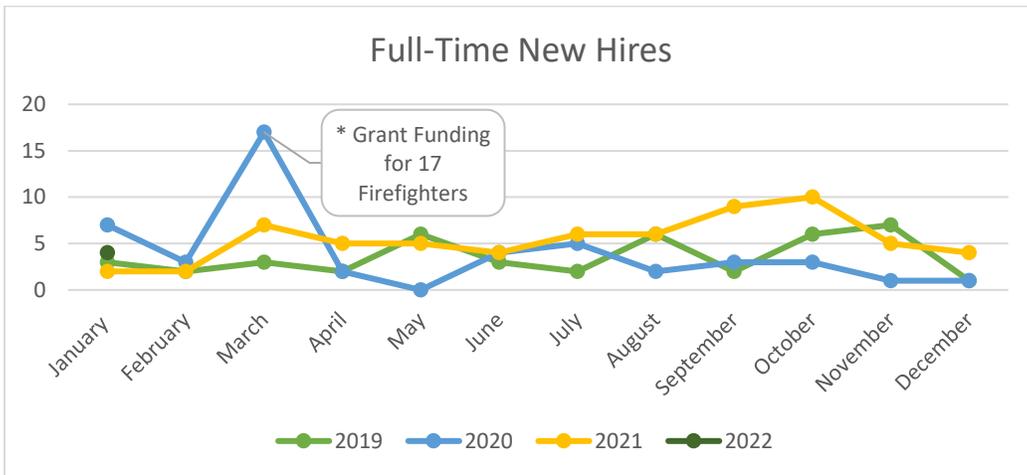
The biometric screening event was held January 10 – 21, and participants should have logged in to their account with inHealth to complete the health risk questionnaire prior to their biometric screening appointment. The deadline for biometric screening and HRA completion is February 28<sup>th</sup>, 2022.

Wellness consultation appointments will be conducted throughout the year based on department. During the month of February, HR, Administration, Legal and IT departments must complete their wellness consultation appointments.

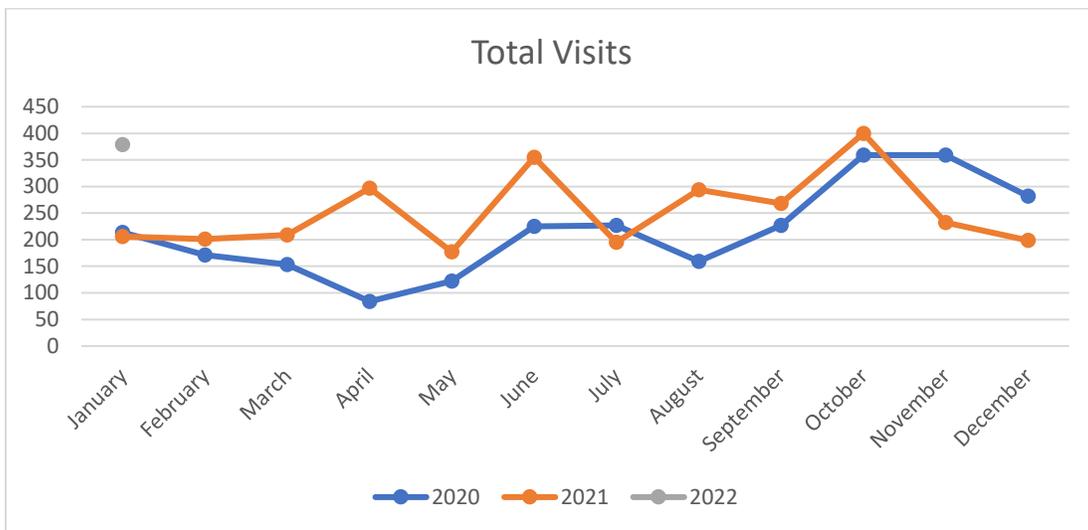
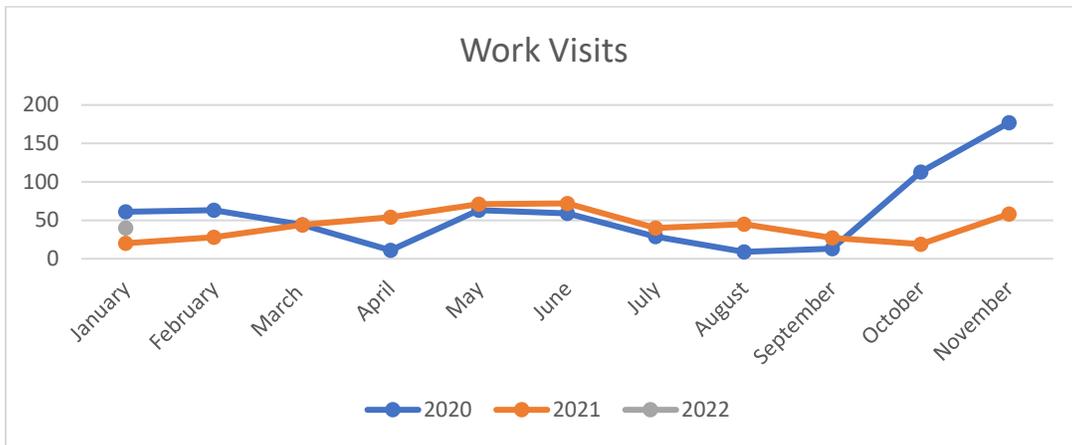
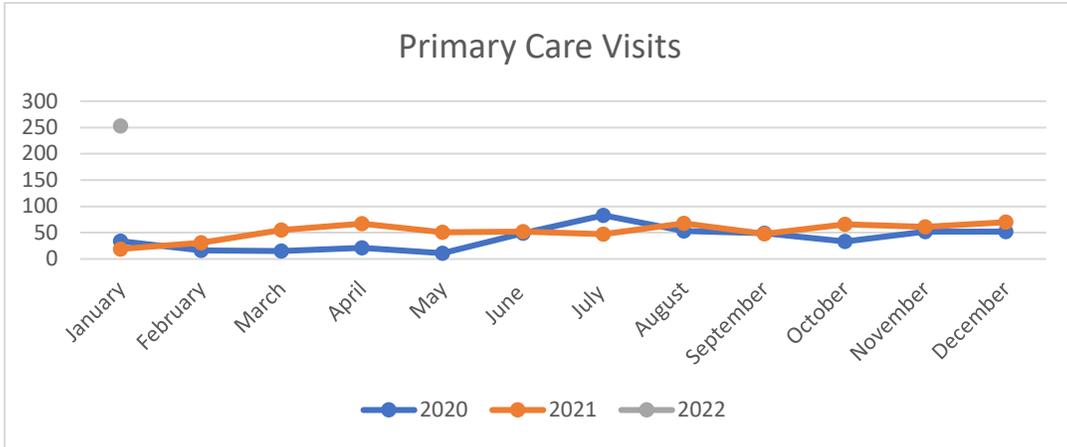
Daisy Jones from ICMA will be on-site February 15<sup>th</sup> and 16<sup>th</sup> to meet with employees regarding their retirement savings.

The 13-week Go Healthy Weight Management Program will begin on February 17<sup>th</sup>, 2022.

# Employment Statistics



# Clinic Statistics



# Benefits Statistics

<b>Employee (BCBS &amp; SAV- Rx) Insurance Update:</b>		
<b><u>DECEMBER</u></b>	Medical Claims Paid	\$397,988.58
<b><u>DECEMBER</u></b>	Dental Claims Paid	\$26,690
<b><u>DECEMBER</u></b>	Vision Claims Paid	\$3,485.45
<b><u>DECEMBER</u></b>	Drug Card*	\$57,686.79
<b>TOTAL</b>	<b>January</b>	<b>\$485,850.82</b>