

HUMAN RESOURCES DEPARTMENT
2022 REVIEW

All figures through June 30, 2022

Significant 2022 Events:

Compliance & Administration-

- Continuing to work in close collaboration with Baker Tilly to complete the compensation study for non-represented staff.
- Began Fire contract negotiations for 2023 contract.
- Processed all rate changes through the Performance Evaluation process based on a flat 2.5% increase for all non-represented employees.
- Ongoing collaboration with AASD on Connecting Care Clinic
- Handled and processed all leave requests that were received (e.g. FMLA, COVID)
- Continue to maintain both legacy iSeries and Tyler Munis HRIS programs
- Handled and processed all COVID leaves. Continued to update Return to work guidelines and FAQ for COVID-19 to respond to the ever changing pandemic.

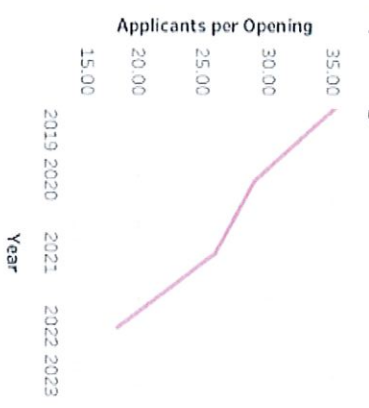
Talent Acquisition & Retention –

- Processed 50 separation files
- Processed 47 new employee files
- Processed 129 new seasonal employee files
- Hired 8 Police Officers
- Conducted 4 Police Officer hiring processes
- Hired 2 Firefighters
- Hired 4 full-time Bus Drivers
- Hired 2 Arborists
- Hired Health Officer, Director of Public Works, and Finance Director.

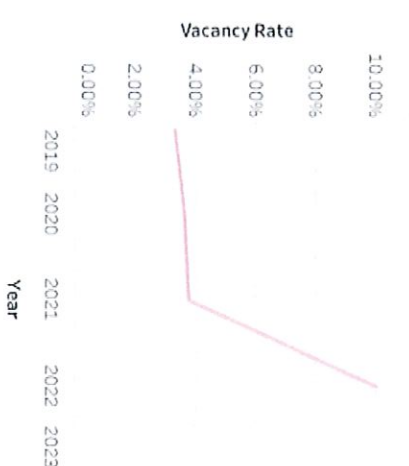
Talent Management & Development

- Coordinated and facilitated Seasonal Employee Online Training through the NEOgov Seasonal Onboarding Portal
- Implemented three online New Employee Orientation training classes
- Facilitated two online New Supervisor Orientation training sessions
- Implemented new online learning classes for all general employee training, supervisor training and online safety training
- Conducted Citywide Workplace Benefits and Culture Survey and follow-up presentation/communication
- Coordinated two online Financial Wellness Committee Meetings and on-site visit days
- Implemented updates to Performance Evaluation (PE) system for all employees
- Coordinated and implemented 20 EQi 2.0 employee assessments, 12 360-Degree employee assessments (EQi 360) and 12 Hogan Leadership Forecast Series assessments
- Continued to support Citywide DEI efforts including coordinating upcoming DEI assessment (to be implemented this fall)
- Coordinated and analyzed results from department culture survey
- Facilitated recognition event for 50+ Citywide administrative professionals
- Implemented THRIVE leadership development program (spring start) and coordinated programs for upcoming fall class
- Facilitated four team and employee development processes
- Implemented eight recognition events to recognize City departments and staff
- Coordinated three new Department Director orientations and offboarding recognition for two Department Directors.

Average Applicants per Opening



Vacancy Rate



Return on Investment for Connecting Care Clinic

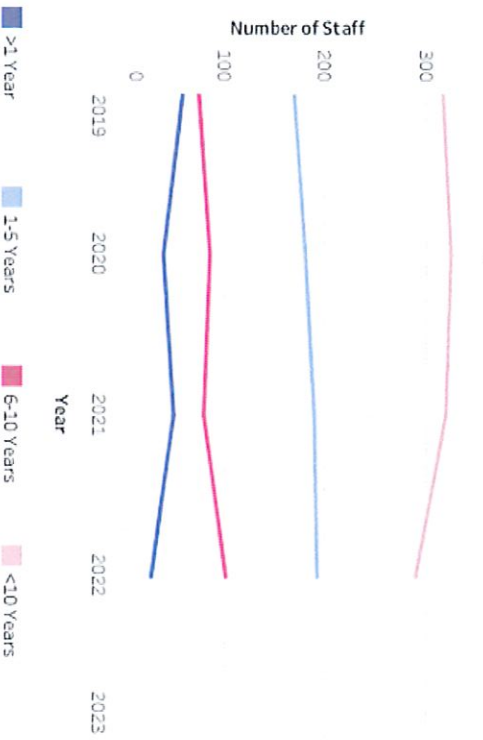


Year
2019 to 2022

Percentage of Employees who Participated in the Health Risk Assessment



Staff Retention by Years of Service



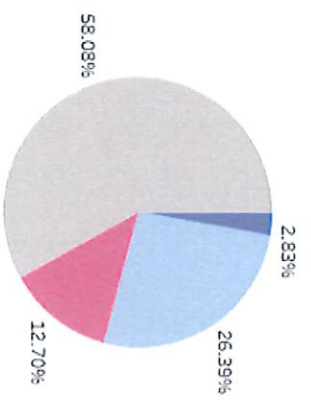
Average training investment per full-time equivalent employee

\$41.31

per employee

based on 630 FTE count

2022 Budget Use



Department Budget Summary

