



# CITY OF MANITOWOC

WISCONSIN, USA

[www.manitowoc.org](http://www.manitowoc.org)

TO: Personnel Committee  
FROM: Jessie Lillibridge, Human Resources Director  
RE: Human Resources Office Update  
DATE: April 7, 2025

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The Human Resources Office has worked on the following projects and initiatives since our last meeting:

## **Recruiting**

- Hired: Clerk Administrative Support Specialist
- Hired: Part-Time Police Officer
- Hired: DPI Laborer
- Hired: DPI Fleet Mechanic
- Promoted: Detective
- Promoted: Police Lieutenant
- Promoted: Senior DPI Laborer
- Promoted: Fire Motor Pump Operator
- Advertising: Police Officer (continuous)
- Advertising: Transit Driver
- Advertising: DPI Laborer
- Advertising: Firefighter/Paramedic
- Advertising: Seasonal positions
- Interviewing: DPI Laborer
- Pending offer: Municipal Court Clerk

## **Separations**

- Fire Lieutenant (Retirement)
- Police Officer (Retirement)
- Transit Driver (Retirement)
- DPI Laborer
- Library Page
- School Crossing Guard
- Library Assistant

### Upcoming separations/retirements:

- Fire Lieutenant (April 2025)
- Municipal Court Clerk (June 2025)
- Senior DPI Laborer (August 2025)
- Completed exit interviews with voluntary separations/retirements.

- Seasonal hiring is in full swing. We have already begun onboarding 50 applicants for the summer season.

### **Employee Relations & Engagement**

- Investigation and discipline for employees continue as requested by Department Heads and Supervisors. Working with managers on coaching and providing support to employees.
- Working with department heads to focus on recruitment and retention of employees.
- Firefighters Local 368 filed a grievance last year related to secondary employment, which was denied by management. An agreement was reached between the City and the Local prior to arbitration.

### **Organizational Development & Training**

- The Tuition Reimbursement program has seen a decline in requests by employees. Continuing the program in 2025 but will re-evaluate during the year.
- Meeting quarterly with each department head to identify training needs, performance issues, succession planning, and feedback for HR.
- A small group of department heads is reviewing the current performance evaluation process and compensation philosophy. Periodic meetings are being held with the Mayor.
- Several onsite training programs will be offered to employees in 2025, hosted by CVMIC. These will include Civility Training, and two leadership courses related to recruiting, training, and retraining.

### **Compensation, Benefits & Wellness**

- Manty Health & Wellness Center is available at the Froedtert Harbor Town campus for employees on the City's health plan.
- Wellness Steering Team – monthly health topics and lunch and learn programs.
- Vitality program continues. Attached is the annual aggregate Health Risk Report. This report was shared with the Wellness Team so that impactful initiatives can be developed based on the report outcome.
- Sent out an RFP for Benefit Consultants/Brokers. Received responses from four vendors. Working to review and rate the RFPs.

### **Safety & Risk Management**

- Continuing the lost time injury program, employees continue to report safety concerns.
- Through the Safety Steering Team, working to address facility safety concerns identified by CVMIC during annual inspections.
- Working with CVMIC to navigate some complicated worker's compensation cases.
- Working on revisions to the Drug & Alcohol Policies.

### **Administration**

- Working with several departments on revisions to job descriptions.
- Working on various policies to incorporate changes that have been approved in recent months.
- HR will be assisting Finance in demoing some timekeeping software through Springbrook.



# Health Risk Report

CITY OF MANITOWOC | December 2024

Results as of 12/31/2024



# Contents

## Biometric Risk Factors

- Body Mass Index

- Blood Pressure

- Cholesterol

- Diabetes Risk

## Lifestyle Risk Factors

- Physical Activity

- Nutrition

- Mental Wellbeing

- Alcohol Consumption

- Tobacco Usage

## Appendix: Risk Class Definitions

- Biometrics

- Lifestyle

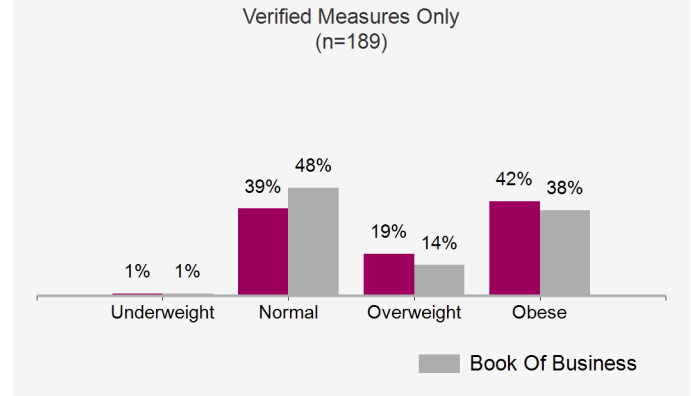
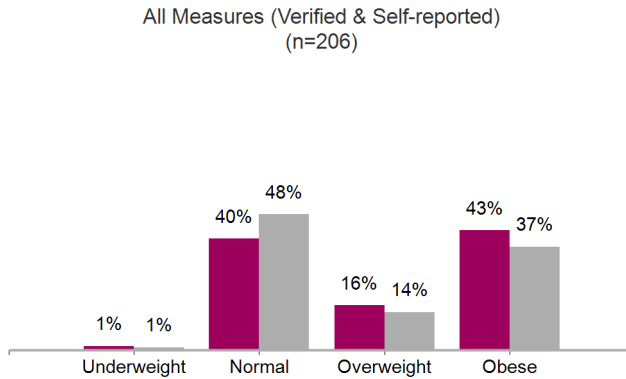
Unless otherwise indicated, the results shown in this report represent the current program year through 12/31/2024 and includes all adult members who were eligible and registered for Vitality as of 12/31/2024.

Distributions of risk are not shown for risk factors with fewer than 50 measurements submitted in the current program year through 12/31/2024.

Engagement metrics are not shown for cohorts with fewer than 25 members.

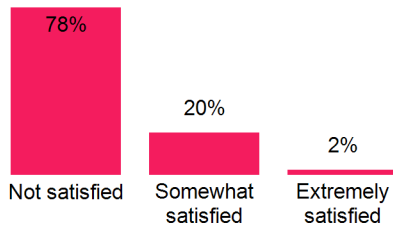
## Distribution of Risk

**60.2%**  
of members have  
out-of-range  
measures for Body  
Mass Index

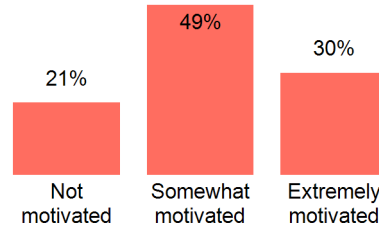


## Satisfaction & Motivation

### Satisfaction with Weight



### Motivation to Improve Weight

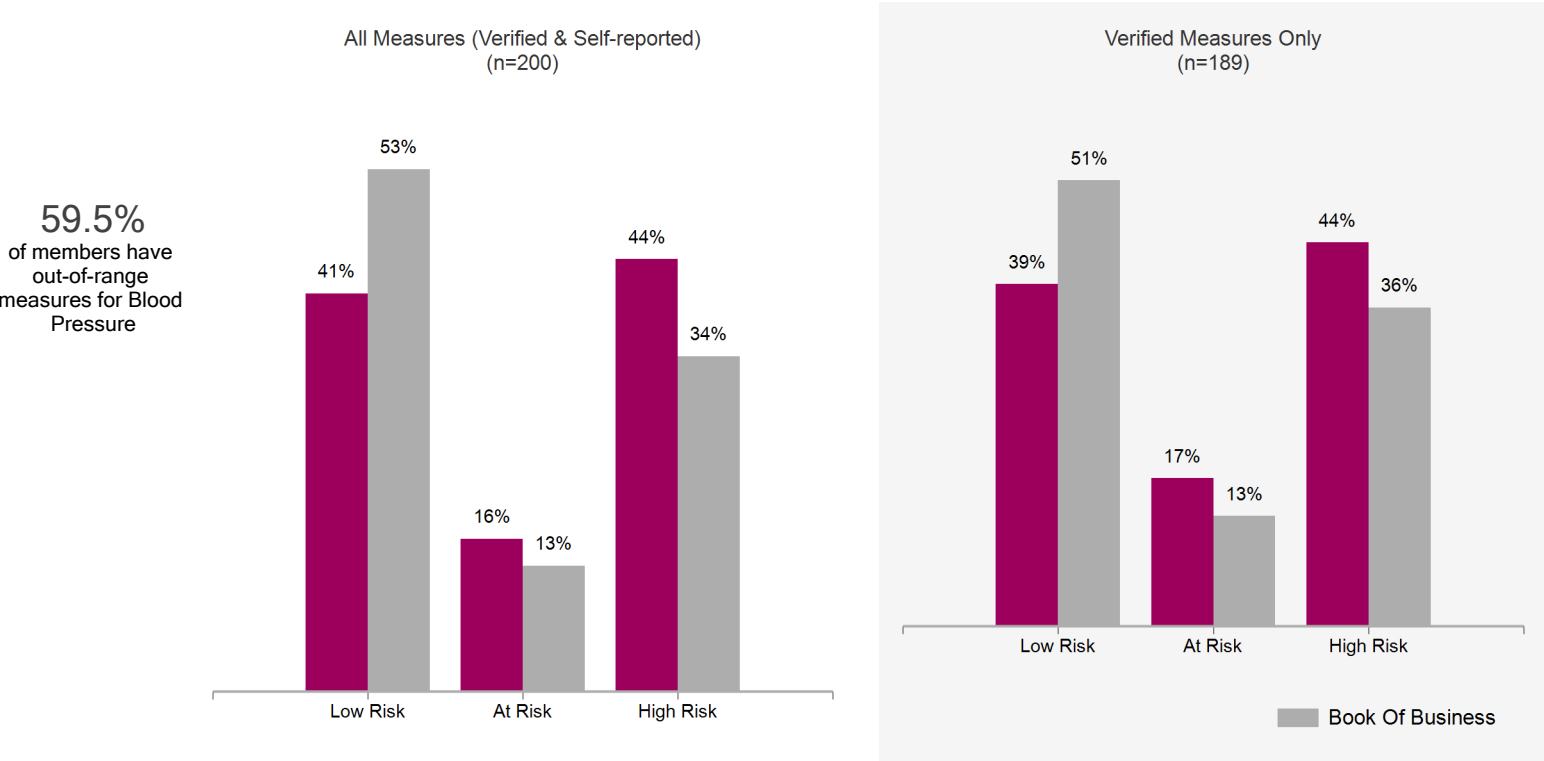


**61.7%**  
of out-of-range members  
are dissatisfied with their  
weight and are somewhat  
or extremely motivated to  
improve it

## Engagement in BMI-related Activities

Activity Type	In Range (n=82)		Out of range (n=124)		All Members (n=206)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	32%	1.7	35%	1.6	33%	1.6
Goal trackers	5%	28.8	12%	20.9	9%	22.6
Other	89%	1.2	27%	1.5	51%	1.3
<b>All Activities</b>	<b>91%</b>	<b>3.3</b>	<b>40%</b>	<b>8.6</b>	<b>61%</b>	<b>5.4</b>

Distribution of Risk

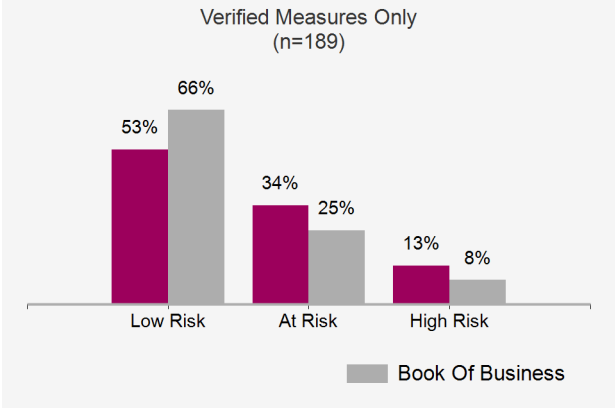
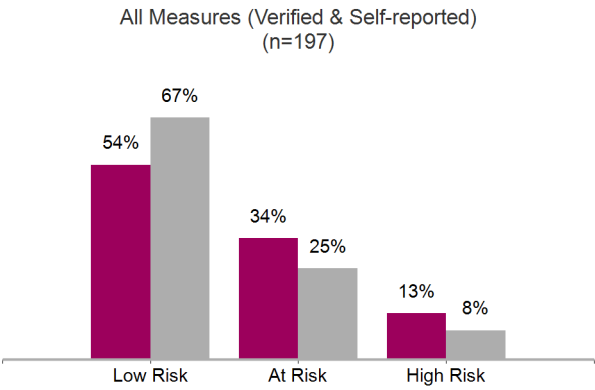


Engagement in Blood Pressure related Activities

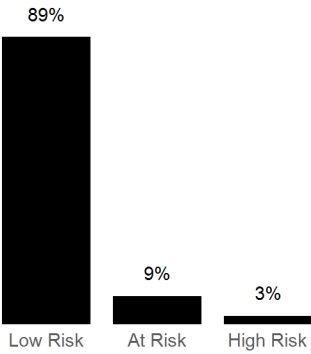
Activity Type	In Range (n=81)		Out of range (n=119)		All Members (n=200)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	26%	3.6	42%	3.9	36%	3.8
Goal trackers	4%	18.3	12%	50.3	9%	44.6
Other	89%	1.1	55%	1.3	69%	1.2
All Activities	93%	2.8	62%	13.3	75%	8.0

Distribution of Risk

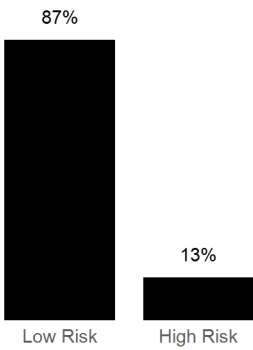
46.2%  
of members have  
out-of-range  
measures for Total  
Cholesterol



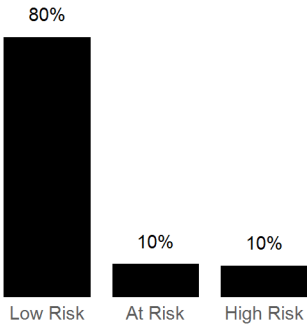
Low Density Lipoproteins (LDL)  
(n=195)



High Density Lipoproteins (HDL)  
(n=195)



Triglycerides  
(n=196)



Engagement in Cholesterol-related Activities

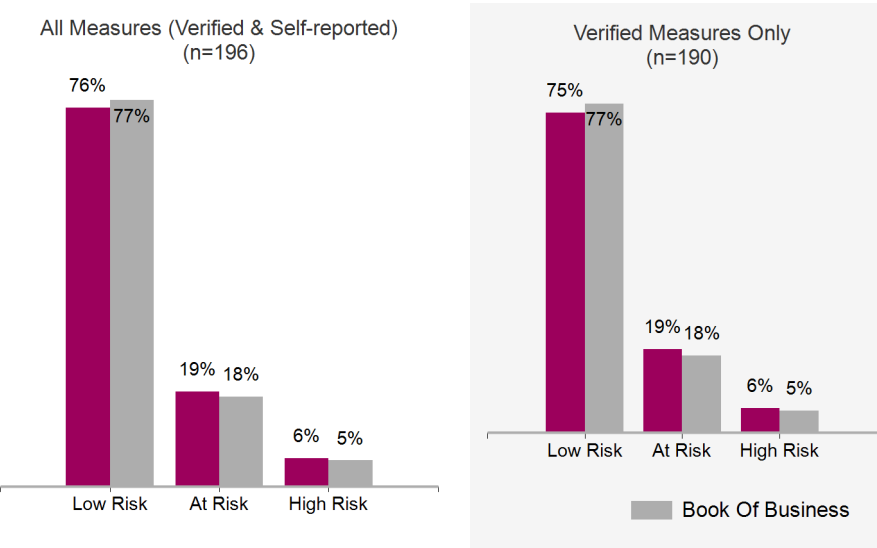
Activity Type	In Range (n=106)		Out of range (n=91)		All Members (n=197)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	35%	2.4	36%	2.3	36%	2.3
Goal trackers	8%	42.0	7%	15.5	7%	30.6
Other	91%	1.0	62%	1.0	77%	1.0
All Activities	92%	5.3	70%	3.5	82%	4.6

Distribution of Risk

24.5%  
of members have out-of-range  
measures for Fasting Blood  
Glucose

Fasting Blood Glucose

Hemoglobin A1c (HbA1c)

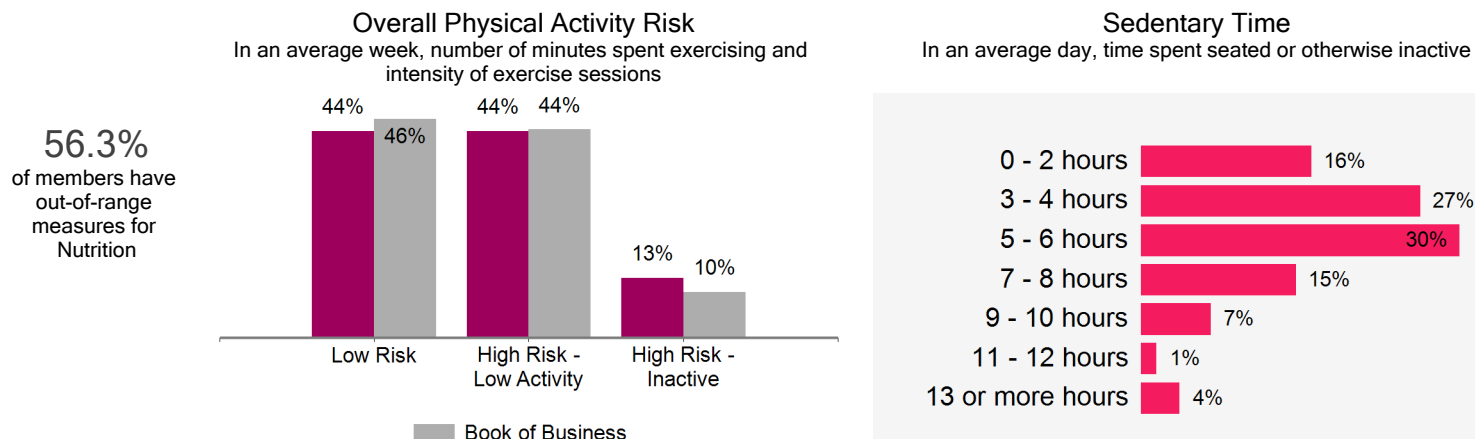


Engagement in Diabetes or Glucose-related Activities

Activity Type	In Range (n=148)		Out of range (n=48)		All Members (n=196)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	34%	3.5	27%	3.5	33%	3.5
Goal trackers	3%	29.8	4%	214.0	4%	82.4
Other	92%	1.0	44%	1.3	80%	1.0
All Activities	93%	3.4	48%	21.8	82%	6.0

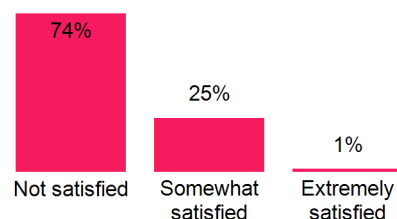


## Distribution of Risk

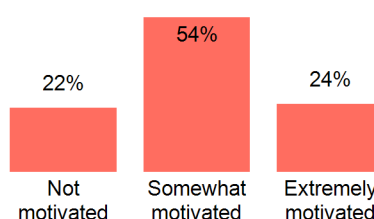


## Satisfaction & Motivation

### Satisfaction with Physical Activity



### Motivation to Improve Physical Activity

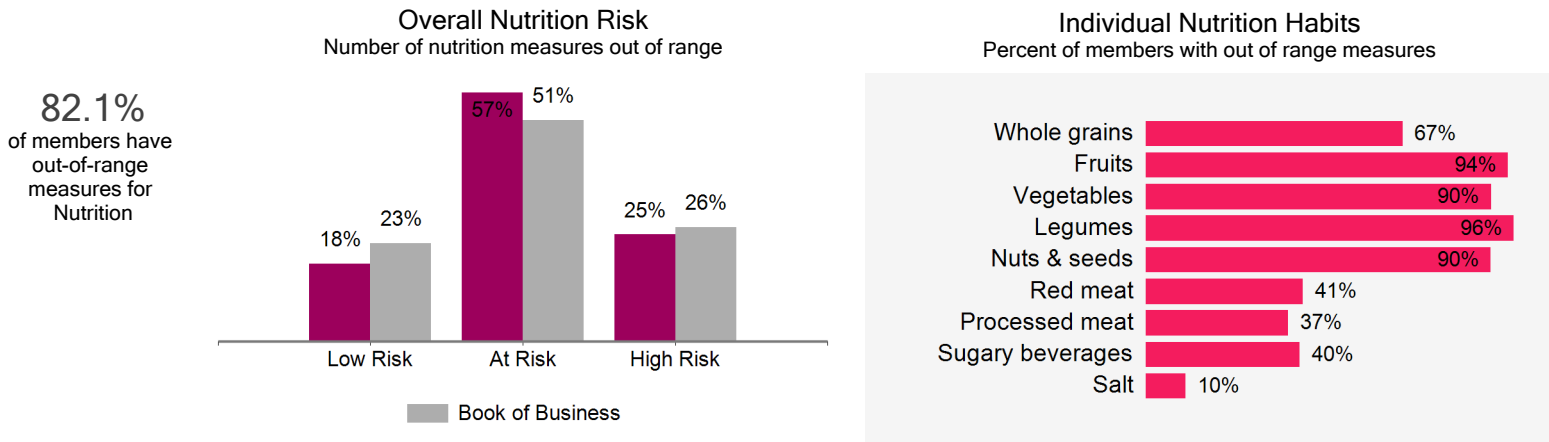


57.9% of out-of-range members are dissatisfied with their physical activity and are somewhat or extremely motivated to improve it

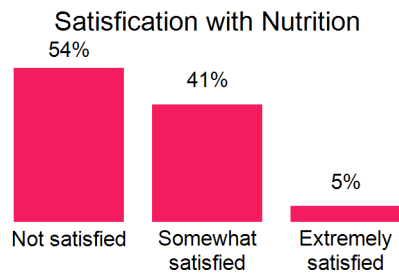
## Engagement in Physical Activity-related Activities

Activity Type	In Range (n=59)		Out of range (n=76)		All Members (n=135)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Workouts	80%	227.4	80%	190.8	80%	206.7
Articles	56%	2.2	51%	2.3	53%	2.2
Goal trackers	14%	24.5	12%	13.8	13%	18.8
Other	85%	2.0	93%	1.7	90%	1.8
<b>All Activities</b>	<b>88%</b>	<b>212.7</b>	<b>95%</b>	<b>166.2</b>	<b>92%</b>	<b>185.7</b>

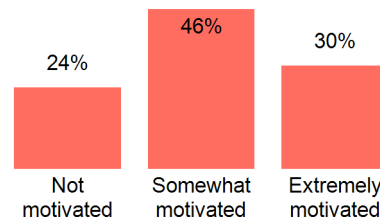
## Distribution of Risk



## Satisfaction & Motivation



## Motivation to Improve Nutrition

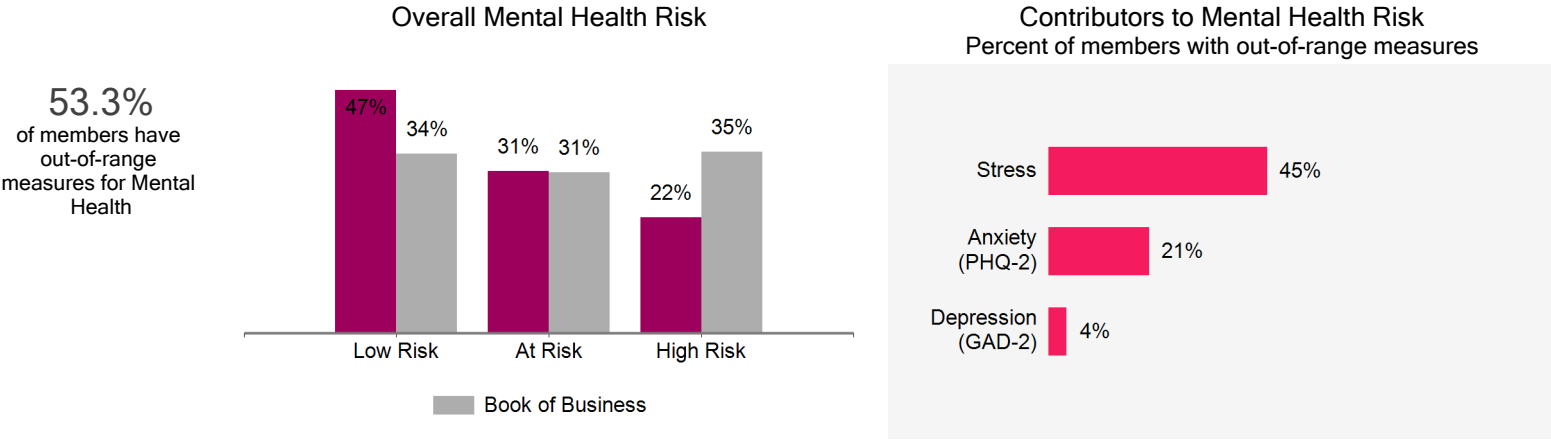


39.1% of out-of-range members are dissatisfied with their nutrition and are somewhat or extremely motivated to improve it

## Engagement in Nutrition-related Activities

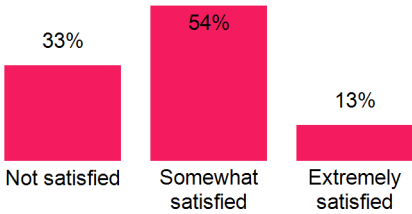
Activity Type	In Range (n=24)		Out of range (n=110)		All Members (n=134)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	n/a	n/a	61%	4.4	58%	4.5
Goal trackers	n/a	n/a	19%	28.9	19%	37.3
Other	n/a	n/a	84%	3.6	86%	3.5
<b>All Activities</b>	<b>n/a</b>	<b>n/a</b>	<b>86%</b>	<b>13.0</b>	<b>88%</b>	<b>14.3</b>

Distribution of Risk

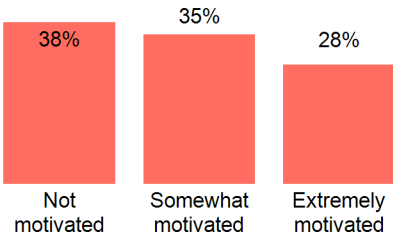


Satisfaction & Motivation

Satisfaction with Mental Health



Motivation to Improve Mental Health



18.1% of out-of-range members are dissatisfied with their mental health and are somewhat or extremely motivated to improve it

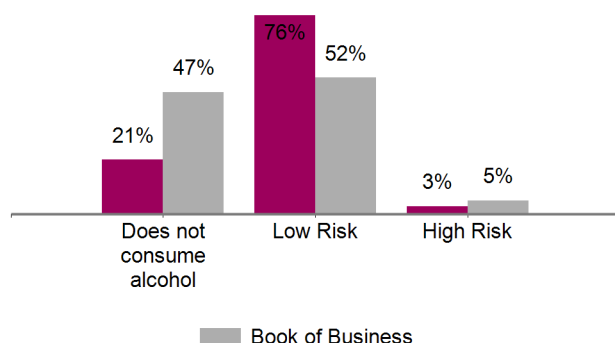
Engagement in Mental Health-related Activities

Activity Type	In Range (n=63)		Out of range (n=72)		All Members (n=135)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	48%	7.2	51%	6.2	50%	6.6
Goal trackers	21%	26.9	17%	18.7	19%	23.0
Other	89%	2.1	81%	2.0	84%	2.1
All Activities	90%	12.0	82%	9.7	86%	10.8

## Distribution of Risk

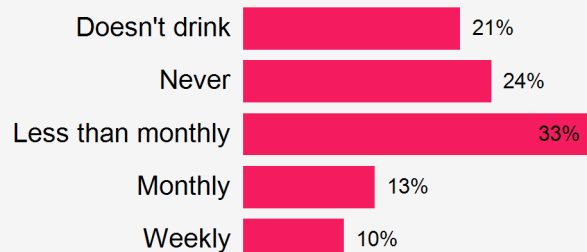
**Overall Alcohol Risk**  
Alcoholic drinks consumed per week

**3.0%**  
of members have  
out-of-range  
measures for  
Alcohol  
Consumption



**Binge Drinking Risk**

How often do you have more than 4 (female)/5 (male) drinks on one occasion?



## Satisfaction &amp; Motivation

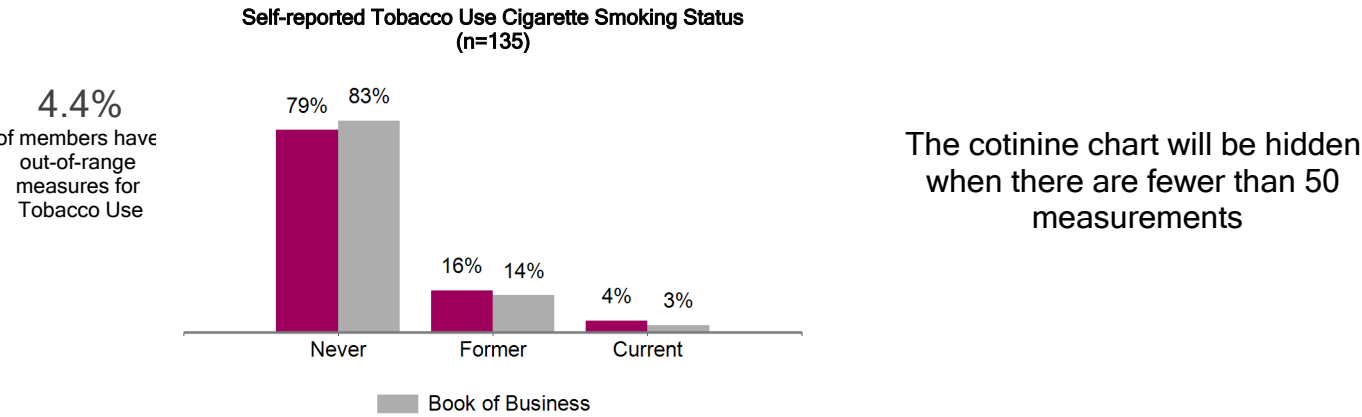
**Alcohol Consumption Satisfaction & Motivation**  
will be hidden when the number of  
out-of-range members is below 50.

**6.0%**  
of members who consume  
alcohol are dissatisfied with  
their alcohol consumption  
and are somewhat or  
extremely motivated to  
improve it

## Engagement in Alcohol Consumption-related Activities

Activity Type	In Range (n=131)		Out of range (n=4)		All Members (n=135)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	43%	1.0	n/a	n/a	43%	1.0
Goal trackers	11%	27.6	n/a	n/a	12%	27.6
Other	25%	1.5	n/a	n/a	25%	1.5
<b>All Activities</b>	<b>50%</b>	<b>8.0</b>	<b>n/a</b>	<b>n/a</b>	<b>50%</b>	<b>8.2</b>

Distribution of Risk



Satisfaction & Motivation

Tobacco Use Satisfaction & Motivation will be hidden when the number of out-of-range members is below 50.

Engagement in Tobacco Use-related Activities

Activity Type	In Range (n=129)		Out of range (n=6)		All Members (n=135)	
	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant	Percent Participating	Activities per Participant
Articles	38%	1.8	n/a	n/a	37%	1.8
Goal trackers	2%	3.7	n/a	n/a	2%	3.7
Other	30%	1.6	n/a	n/a	30%	1.6
All Activities	50%	2.5	n/a	n/a	49%	2.5

## Risk Class Definitions - Biometrics

Risk Factor	Risk Class			
	In Range	Out of Range		
	Low Risk	At Risk	High Risk	
Body Mass Index (BMI) (m2/kg)	Normal 18.5 to 24.9 <b>OR</b> 25 to 29.9 and waist circumference <= 40 inches (male)/35 inches (female)	Overweight 25 to 29.9	Obese 30 or higher <b>OR</b> Underweight Less than 18.5	
Blood Pressure (mmHg)	Systolic 120 or less <b>AND</b> Diastolic 80 or less	Systolic 121 to 130 <b>AND</b> Diastolic 80 or less	Systolic higher than 130 <b>OR</b> Diastolic higher than 80	
Total Cholesterol (mg/dL)	Less than 200	200 to 239	240 or higher	
Triglycerides (mg/dL)	Less than 150	150 to 199	200 or higher	
HDL Cholesterol (mg/dL)	40 or higher		Less than 40	
LDL Cholesterol (mg/dL)	Less than 160	160 to 189	190 or higher	
Fasting Glucose (mg/dL)	Less than 100	100 to 124	125 or higher	
HbA1c (%)	Non-diabetic: 0 to 5.6% Diabetic: 0 to 6.9%	Non-diabetic: 5.7 to 6.4% Diabetic: 7 to 7.9%	Non-diabetic: 6.5% or higher Diabetic: 8% or higher	
Physical Activity Minutes per Week with Intensity	150 minutes or more of moderate to high intensity <b>OR</b> 75 minutes or more of vigorous intensity		<b>Low Activity</b> Less than 150 of moderate to high intensity <b>OR</b> Less than 75 minutes of vigorous intensity <b>OR</b> Any low intensity	<b>Inactive</b> Zero minutes of physical activity

## Risk Class Definitions - Lifestyle

Risk Factor	Risk Class			
	In Range		Out of Range	
	Low Risk		At Risk	High Risk
Physical Activity Minutes per Week with Intensity	150 minutes or more of moderate to high intensity <b>OR</b> 75 minutes or more of vigorous intensity			<b>Low Activity</b> Less than 150 of moderate to high intensity <b>OR</b> Less than 75 minutes of vigorous intensity <b>OR</b> Any low intensity  <b>Inactive</b> Zero minutes of physical activity
Overall Nutrition Risk (Count of Nutrition Risks Out of Range)	0 to 4 out of range		5 to 6 out of range	7 to 9 out of range
Whole Grains	3 or more ounces per day		Less than 3 or more ounces per day	
Nuts and Seeds	5 or more ounces per week		Less than 5 or more ounces per week	
Legumes	3 or more cups per week		Less than 3 or more cups per week	
Fruit	3 or more cups per day		Less than 3 or more cups per day	
Vegetables	3 or more cups per day		Less than 3 or more cups per day	
Red Meat	Less than 3 times per week		3 or more times per week	
Processed Meat	Less than 2 times per week		2 or more times per week	
Sugary beverages	Less than 1 per day		1 or more per day	
Added Salt	Never to Sometimes		Most of the time to Always	
Overall Mental Health Risk	PHQ-2 Score 0 <b>AND</b> GAD-2 Score 0 <b>AND</b> Stress Never to Almost never		PHQ-2 Score 1 to 2 <b>OR</b> GAD-2 Score 2 <b>OR</b> Stress Sometimes	PHQ-2 Score 2 to 6 <b>OR</b> GAD-2 Score 3 to 6 <b>OR</b> Stress Fairly often to Very often
PHQ-2 Score (Anxiety)	0 to 1		2 to 6	
GAD-2 Score (Depression)	0 to 2		3 to 6	
Stress (Feelings of stress or overwhelm in the last two weeks)	Never or Almost never		Sometimes to Very often	
Alcohol Consumption	Female: 7 drinks or fewer per week Male: 14 drinks or fewer per week			Female: More than 7 drinks per week Male: More than 14 drinks per week
Cigarette Smoking Status	Never smoked cigarettes	<b>At Risk</b> Formerly smoked cigarettes		Currently smokes cigarettes
Cotinine Test Result	Negative			Positive
Satisfaction (0-10 scale)	Extremely Satisfied 9 to 10		Somewhat Satisfied 6 to 8	Not Satisfied 0 to 5
Motivation (0-10 scale)	Extremely Motivated 9 to 10		Somewhat Motivated 6 to 8	Not Motivated 0 to 5