



CITY OF MANITOWOC

WISCONSIN, USA
www.manitowoc.org



TO: Personnel Committee
FROM: Rochelle Blindauer, Human Resource Director
RE: Human Resource Office Update
DATE: June 1, 2015

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

Recruiting

- Hired: Police Deputy Chief
- Hired: Police Captain
- Hired: Police Lieutenant
- Hired: Accountant
- Interviewing: Police Officers
- Advertised: School Crossing Guard
- Advertising: Transit Driver (part time)

Employee Relations

- Fire arbitration preparation and discussions
- Finalized DPW Wage Agreement

Organization Development & Training

- Regular meetings with department leaders to identify training needs, performance issues, and succession planning
- Succession Planning positions posted internally – had conversations with some individuals about the process and applying

Compensation & Benefits

- Strategic benefits review and planning for 2016
- AFG meeting to discuss Play or Pay guidelines for ACA compliance
- Onsite clinic discussions and review of RFP with AFG
- Wellness Committee meeting and 2015 planning

Safety & Risk Management

- Safety committee meeting and discussion for 2015 goals
- MSDS online program implementation, ebinder is growing
- Workers Compensation review and addressing concerns
- Needle issues – discussing with CVMIC options for educating the public and protecting employee

Administration

- BPI meeting and action items
- People Development Meeting and action items
- Continue to review Springbrook HR module to find efficiencies and better use of the tool
- Planning department head retreat and team building with the Mayor

Separations

- Firefighter (3 layoffs)
- Police Officer