



# Monthly HR Department Report

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**To:** Brian L. Barroso, City Manager

**Date:** March 4, 2025

**From:** Bridget Flores, HR Department Director

**Subject:** February 2025 HR Department Report

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## PERSONNEL ACTIONS – ONE SOLUTION/ORACLE

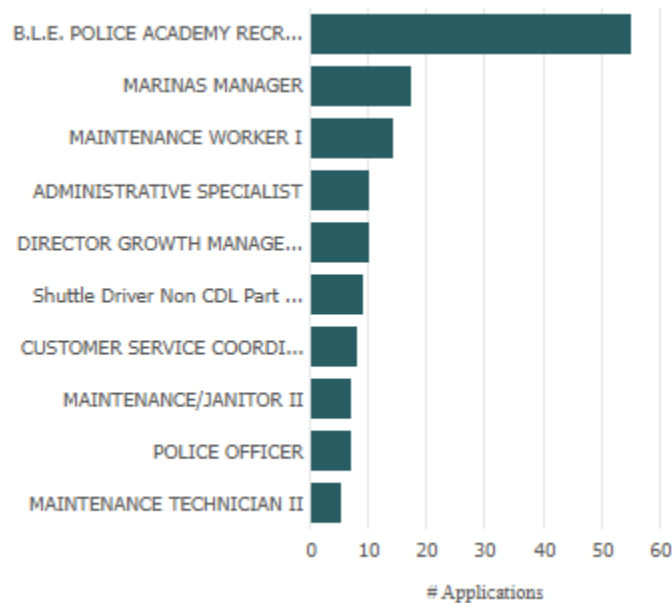
- **Recruitment**
  - **122 Oracle Applications**
  - **12 Applications per Job (average)**
  - **50% Requisitions filled in 30days**
- **Hiring**
  - **68 Applicants referred to Hiring Manager**
  - **17 Offers Extended**
- **Orientation**
  - **13 Orientations**
- **Benefits**
  - **1 FMLA Approved**
  - **4 Health Benefits Counseling and 60 Days Enrollment**
- **Termination**
  - **7 Resignation/Dismissal**
- **Retirement**
  - **0 Retirements**

**HEALTH CARE OPEN ENROLLMENT** – The City of Key West will begin open enrollment in March 2025. Human Resources has worked diligently with Gehring Group to identify areas to offer cost effective plans for employees with dependents. We look forward to departmental meetings to explain the new opportunities for our employees.

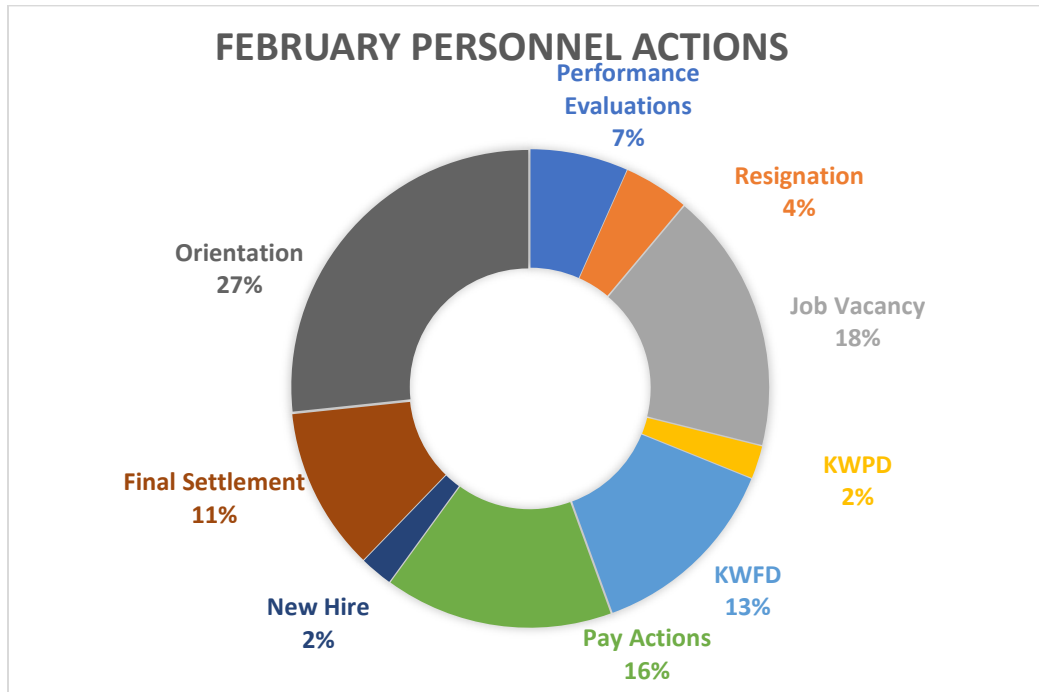
**ORACLE HUMAN CAPITAL MANAGEMENT** - Human Resources began training with Directors, Hiring Managers, and Administrative Coordinators on Oracle Fusion. Anticipating a March 2025 timeline to route all employee actions through Oracle Fusion and streamline administrative work. Online applications through Oracle have matched the total applications we received in 2024 in just 3 months!

**PROFESSIONAL CONNECTIONS – LINKEDIN – INDEED** - Human Resources continues to look at professional connections through media platforms. LinkedIn brought over 13 applicants to the City website this month for professional positions with on applicant accepting the position and make the move to Key West! We are excited to make connections for our top jobs!

### Top Jobs Attracting Candidates



**FLORIDA PUBLIC EMPLOYEE LABOR RELATIONS ASSOCIATION** - The HR Director attended the FPELRA Conference and annual training in Orlando, FL. Three days of labor relations topics that include PWFA updates, retirement, health care, and the 2025 legislative agenda. The keynote speaker Sheryl Scully, prior San Antonio City Manager and author of *Greedy Bastards*, focused on the uphill battle of municipal government to engage change that must happen to improve.



- **Employee Committee**

- **Employee Service Awards** – Employees and Director’s receive an email and personal invitation by mail to attend Commission Meetings for Service Awards. RSVP percentages continue to improve.
- **February Wellness Challenge – NO SUGAR CHALLENGE!** 27 Employees took on our challenge to monitor and reduce daily sugar intake. **Congratulations!** to Joseph Madrid mastering the challenge and winning a Magic Bullet Smoothie Maker!
- **City Picnic 2025** – “Make it a Great Friday!” the City Manager has approved an alternate worksite for employees to attend the City Picnic on Friday, April 18, 2025 from 2pm – 5pm. See you at Coffee Butler Amphitheater for fun and prizes!
- **HEALTHY, WEALTHY, & WISE HEALTH FAIR** The City will host the annual Health Fair on May 13 & 14 in the City Hall Chambers! Stay tuned for more information...

- **Collective Bargaining**

- **PBA** – Expires September 30, 2026
- **IAFF** – Expires Sept 20, 2025 – 1 year contract approved by City Commission on August 8, 2024; negotiations will reopen in April 2025.
- **Teamsters** – Expires Sept 30, 2027