



Monthly HR Department Report

To: Albert P. Childress 
City Manager

Date: November 9, 2023

From: Bridget Flores
HR Department Director

Subject: October 2023 HR Department Report

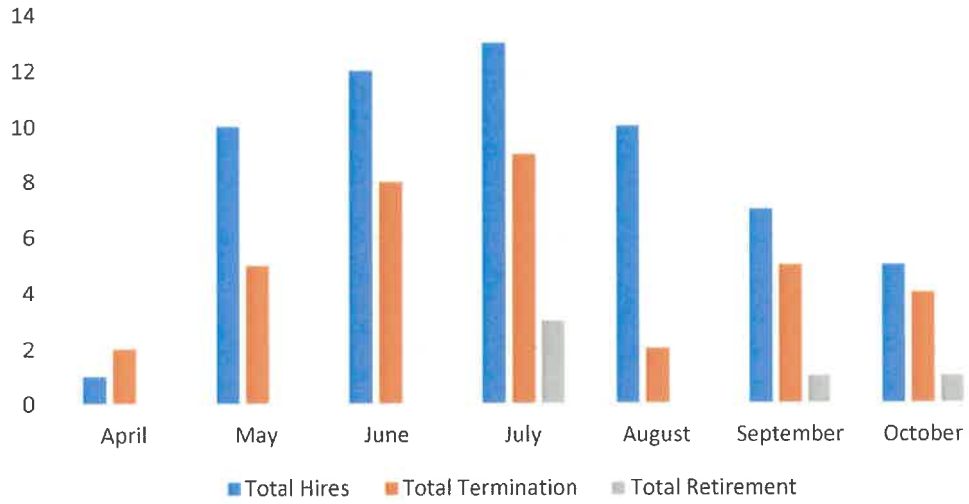
PERSONNEL ACTIONS – ONE SOLUTION

- Recruitment
 - 24 Applications Received
 - 24 Paper Applications
 - 0 Indeed Jobs Applicants
- Hiring
 - 38 Applicants referred to Hiring Manager
 - 6 Positions Filled
- Orientation
 - 3 Orientations
- Benefits
 - Counseling and 60 Days Enrollment
 - Elections: 8
 - Declines: 0
- Termination
 - 2 Resignation/Dismissal
- Retirement
 - 0 Retirements

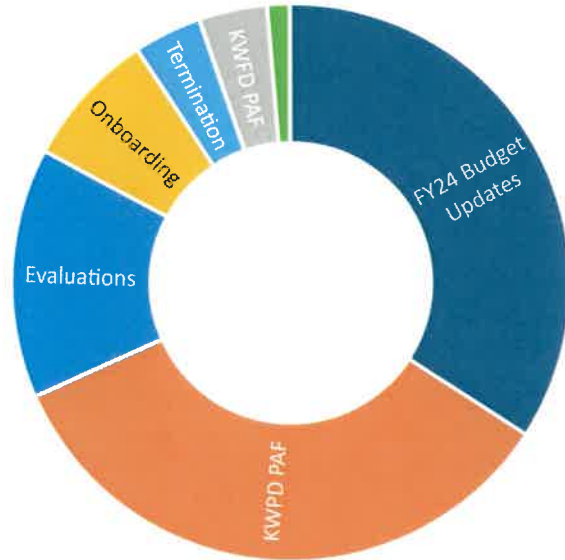
HUMAN RESOURCE INFORMATION SYSTEM (HRIS)

- **NEOGOV** – Sales team completed demonstration and quotes, awaiting HR Consultant review of systems with HR Team
- **Paylocity** – Sales team completed demonstration and quotes, awaiting HR Consultant review of systems with HR Team

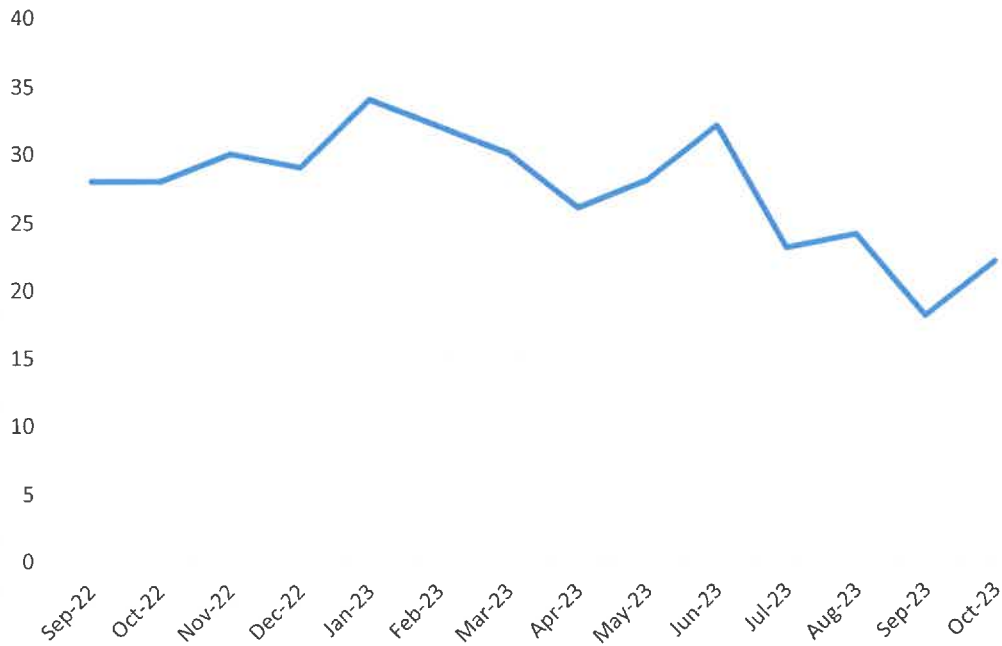
2023 Employee Status



October Personnel Actions



Open Positions 2022 vs 2023



- **Employee Committee**

- Suggestion Box Digital Submission – QR Pending Approval
- Christmas Parade Volunteers needed.
- Employee of the Quarter Policy Updated

- **Collective Bargaining**

- **PBA** – Expires September 30, 2026
- **IAFF** – Expires Sept 20, 2024 – Negotiation begins March 2023
- **Teamsters** – Expires Sept 30, 2024 – Negotiation begins March 2023