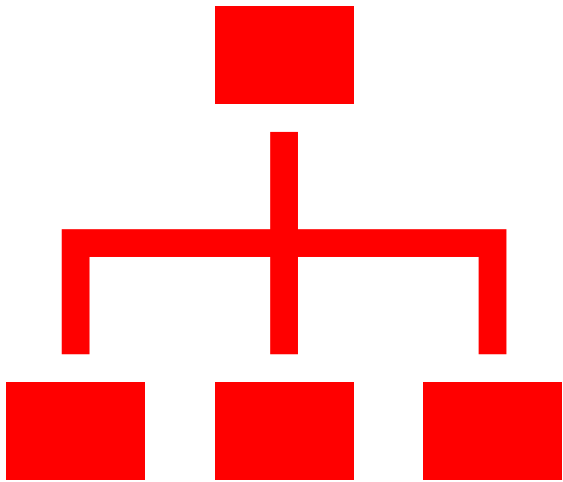




# **Human Resources Department Update**

**John Light**  
**Director of Human Resources**

**Finance & Administrative Committee**  
**April 8, 2021**



# Department Overview

# Functional Areas

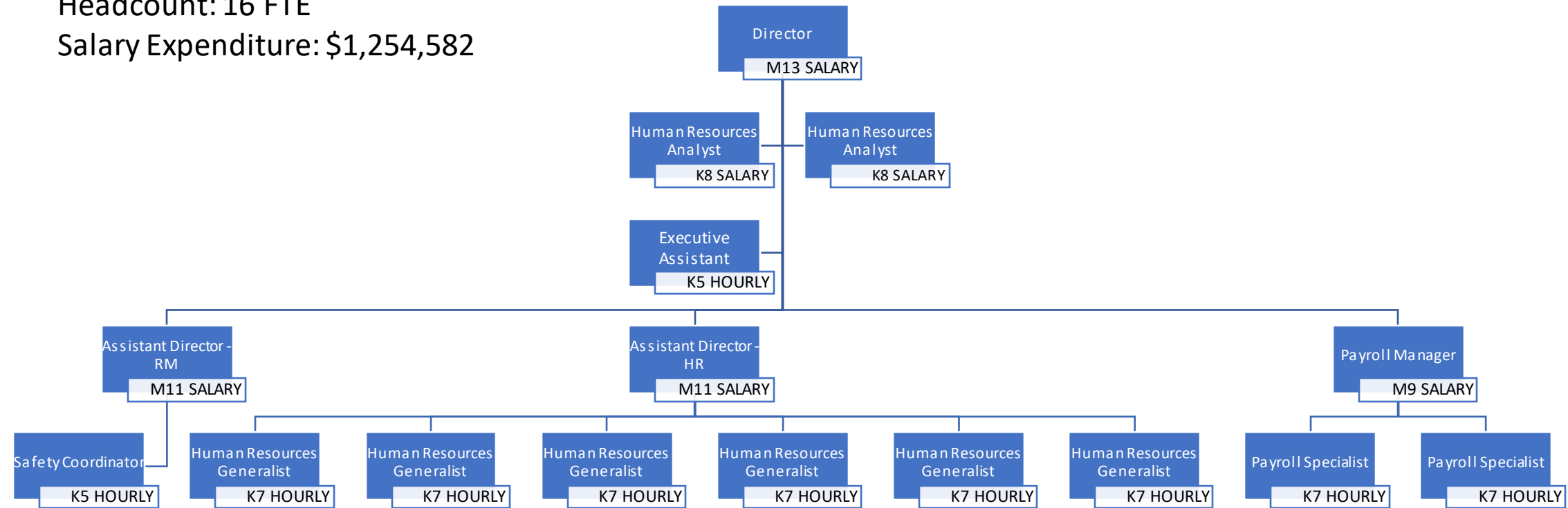
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- **Recruitment**
  - Job postings/advertisements
- **Risk Management**
  - Loss Prevention
  - Loss Control
  - Claim Management
- **Compensation/Classification**
  - Reclassifications
  - Salary system administration
- **Benefits**
  - HLD Q & A
  - FMLA
- **Training & Organizational Development**
- **Labor Relations**
  - Contract Negotiations
  - Grievance Resolution
- **Employee Relations**
- **Merit Commission**
- **Retiree Benefit Administration**
  - HLD Questions & Answers
  - Payment
- **Retirement System Administration**
  - IMRF/SLEP
  - 457 PLa

# Department Overview



Headcount: 16 FTE  
Salary Expenditure: \$1,254,582





# Achievements and Targeted Goals

# Over the last 12 months

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- **Labor Relations**
  - 8 successor agreements or extensions negotiated & retroactive pay issued.
- **Policy Development**
  - Five (5) sections of Employee Policy Manual updated or created.
- **Risk Management**
  - Incurred losses over the last 12 months are down year over year.
- **Organizational Design**
  - Restructured the Department – created a savings/reduction in FTE.
- **Implemented new programs, mandates and policies**
  - Examples: FFCRA, Furlough Days, 3 unpaid holidays.

# Next 12 Months

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- **Recruitment**

- Acquire & Implementation of new Applicant Tracking Software System (ATS).
- Integrate more best practices to enhance our D&I, bring next gen. top talent, increase efficiency and reduce exposure to lawsuits.

- **Risk Management**

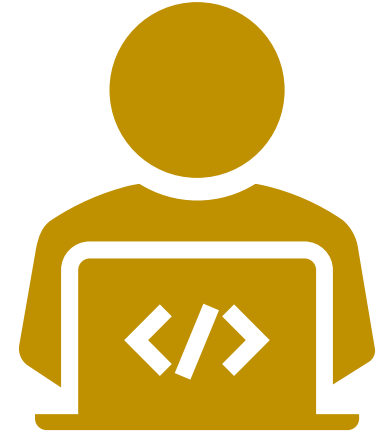
- Emphasis placed on loss control plan.
- Shift more resources to loss prevention.

# Next 12 Months

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- **Benefits**
  - Evaluate the option of moving HLD to an insurance pool.
  - Review the effectiveness of outsourcing FMLA Administration.
- **Policy Development**
  - Continue to update Policies.
- **Labor Relations**
  - Continue to pursue resolution of “old” negotiations.
- **Diversity & Inclusion**
  - Continue to raise our awareness and grow our practice.





# Thank you to all that made this possible



**Questions**