

# MINUTES

HUMAN RESOURCES COMMITTEE

CITY OF BRANSON, MISSOURI

January 15, 2020

## 1) Call to Order

The Human Resources Committee met in the Fishbowl of City Hall, Wednesday, January 15, 2020. The meeting was called to order by Mayor Edd Akers at 9:30 a.m.

## 2) Roll Call

Committee Members present: Mayor Edd Akers, City Administrator Stan Dobbins, Alderman Kevin McConnell, and Alderman Rick Castillon. There is a quorum.

Also present: Assistant City Administrator John Manning, Human Resources Director Jan Fischer, Kimberly Cooper, Bob Smither, Kelly Farner, Gina Stech, Chena Simmons, Melody Pettit, Chad Forster, Tim Connell, Ted Martin, Jamie Rouch and Traci Henderson.

Conference call: Nathan Covey and Anita Ford.

## 3) Acknowledgement of November 27, 2019 Minutes.

Motion to approve: City Administrator Stan Dobbins; Second: Alderman Rick Castillon; Vote: 4 yes, 0 no.

## 4) Discussion of New Hires/Promotions/Reclassifications.

Discussion led by Human Resources Director Jan Fischer.

## 5) Update on Factors for Performance Appraisals for City Employees.

Discussion introduced by Jan Fischer.

Factors employees are evaluated on have been decreased to a more manageable and more appropriate number and Engagement/Attitude has been implemented as an additional factor in evaluating employees.

## 6) Discussion of Cyber Liability and Cyber Risk Mitigation.

Discussion introduced by Bob Smither; led by Chad Forster, Nathan Covey, Tim Connell and Anita Ford.

Discussion among committee members regarding the balance of insurance and infrastructure for cyber liability and cyber risk mitigation.

Recommendation to move forward with increase to \$10M coverage for cyber security: City Administrator Stan Dobbins; Second: Alderman Rick Castillon; Vote 4 yes, 0 no.

## 7) Update from Safety and Risk Management.

Safety update given by Bob Smither.

## 8) Human Resources Director's Report.

Update given by Jan Fischer. Only employees who changed insurance plans at open enrollment will receive new insurance cards. A new committee member search to replace community member Joshua Allen has been implemented. The Board approved Human Resources Manual Articles 6, 7, 8, 13 regarding substance abuse and equal employment. The committee was informed that Sergeant testing for the Police Department will begin soon.

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**9) Adjourn.**

Motion to adjourn: Alderman Rick Castillon; Second: City Administrator Stan Dobbins; Vote: 4 yes, 0 no.

Time Adjourned: 11:00 a.m.