

MINUTES

HUMAN RESOURCES COMMITTEE

CITY OF BRANSON, MISSOURI

February 19, 2020

1) Call to Order

The Human Resources Committee met in the Fishbowl of City Hall, Wednesday, February 19, 2020. The meeting was called to order by Human Resources Director Jan Fischer at 9:29 a.m.

2) Roll Call

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

Also present: Human Resources Director Jan Fischer, Kimberly Cooper, Bob Smither, Kelly Farner, Gina Stech, Jamie Rouch, Traci Henderson and John Akers.

3) Acknowledgement of January 15, 2020 Minutes.

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

4) Discussion of New Hires/Promotions/Reclassifications.

Discussion led by Human Resources Director Jan Fischer.

5) Discussion of 2020 plan for 2021 Benefits.

Discussion led by Jan Fischer and John Akers.

Jan stated the main goal for 2020 is for renewals to take place in August to be ready for open enrollment by late October. John added that it is imperative to have August and September employee meetings on schedule to keep that timeline in place. He also noted the significance of the College Tuition Reimbursement Program, as well as the offering of Pet Insurance and review of Life Insurance.

Jan further discussed that improvement is needed in ensuring correct bill reconciliations and in providing more information on life insurance conversion costs for employees leaving employment. Additionally, a plan is in place involving the IT and Finance Departments for improving the ease in data transfer.

6) Discussion of Medical Insurance Broker Scorecard.

Discussion led by Jan Fischer and John Akers.

Jan commended Ollis, Akers, Arney for their significant gain in relationship and performance. The change from Maxwell to American Fidelity at no cost was a major contributor to the improvement, with confirmation in good feedback from employees. Jan confirmed that it was a smooth transition for the Human Resources Department as well. Kimberly Cooper added that the Ollis, Akers, Arney staff has been outstanding in handling employee claims issues.

The Committee Members will be given the opportunity to review the template for the 2020 Broker Scorecard.

7) Discussion of the 2019 Turnover Data.

Presented by Jan Fischer.

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8) Update from the City Risk Manager.

Update given by Bob Smither. No vehicle accidents or injuries since last month's update. Claims – frequency is good, severity can be improved. Confirmed that pre-employment testing is in place through ARC Physical Therapy to detect any prevailing injuries. Current training – Slips, Trips and Falls. City Administer Stan Dobbins recommended installation of cameras in stairwells for safety and security. Discussion that information given at new employee orientation along with improved departmental relationships have helped reduce lawsuits.

9) Human Resources Director's Report.

Update given by Jan Fischer. The City's Backing Policy is under review by the Employee Human Resources Committee and the Directors and will be updated. The On Call/Call Out Policy is under revision to meet the universal standard. Comp Time Accrual Max to included IFF.

10) Adjourn.

Motion to adjourn: City Administrator Stan Dobbins; Second: Alderman Rick Castillon; Vote: 4 yes, 0 no.
Time Adjourned: 10:08 a.m.