



DOUGLASVILLE

— — — — — GEORGIA — — — — —

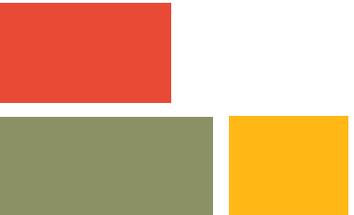


City of Douglasville

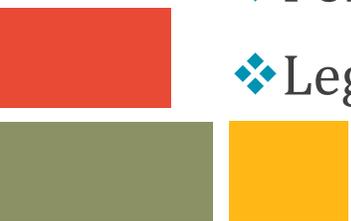
**Human Resources Department
Council Report
July 1, 2019**

Core Values

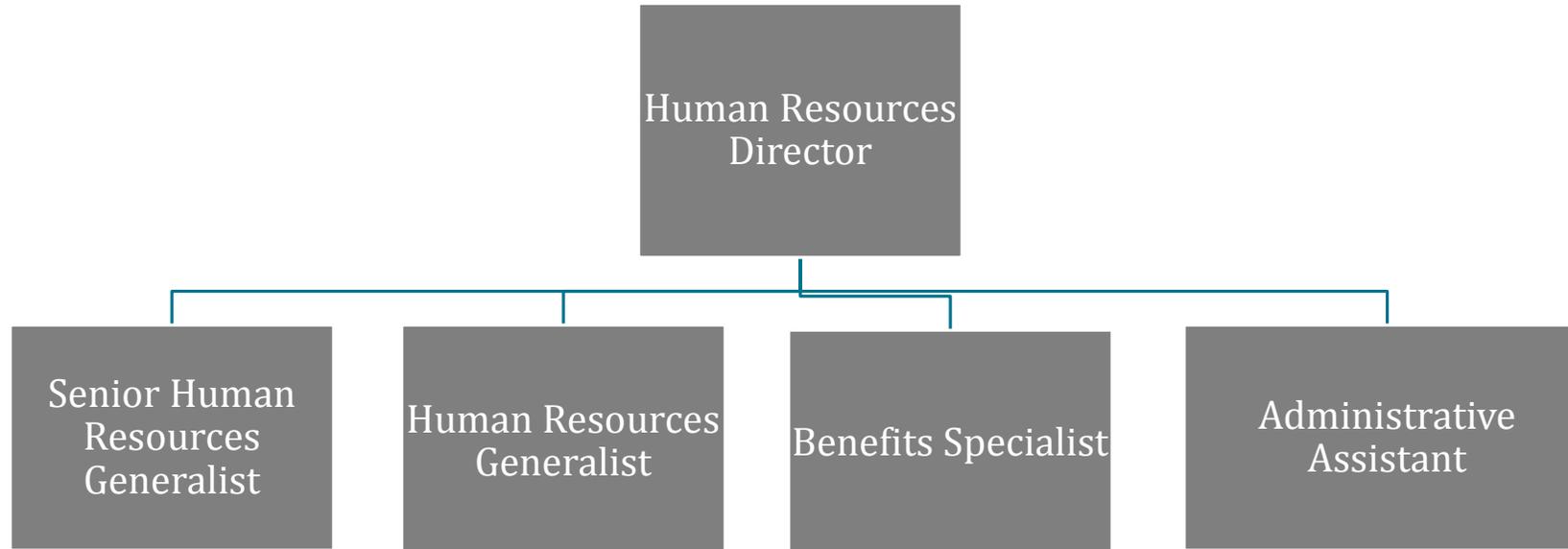
- ❖ Integrity
- ❖ Professionalism
- ❖ Respect
- ❖ Fairness
- ❖ Leadership
- ❖ Innovation
- ❖ Transparency



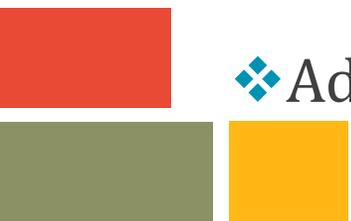
Human Resources Functions

- ❖ Recruitment and selection
 - ❖ Employee relations
 - ❖ Benefits administration
 - ❖ Compensation and classification
 - ❖ Training and development
 - ❖ Wellness
 - ❖ Risk management
 - ❖ Policy and Procedure
 - ❖ Legal compliance
- 

HR Organizational Chart



Recruitment

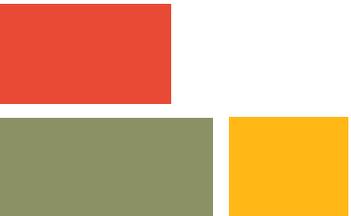
- ❖ Golf Cart Attendant (Parks and Recreation)
 - ❖ Groundskeeper
 - ❖ Recreation Coordinator
 - ❖ Crew Chief
 - ❖ Park Maintenance Worker
 - ❖ Code Compliance Officer (Community Development)
 - ❖ Senior Planner
 - ❖ Administrative Assistant
- 

Recruitment cont'd

- ❖ Fleet Maintenance Technician (Public Services)
- ❖ Equipment Operator
- ❖ Refuse Collector
- ❖ Laborer
- ❖ Information Technology Manager
- ❖ Receptionist/GCIC Clerk
- ❖ City Engineer
- ❖ Administrative Assistant (Human Resources)

Current Human Resources Priorities

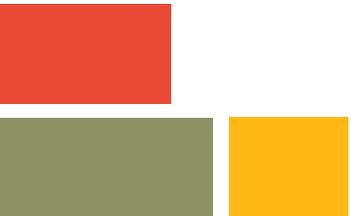
- ❖ Human Resources Information System (HRIS)
- ❖ Risk Management training
- ❖ Family Medical Leave Act (FMLA) training
- ❖ Onsite wellness clinic research and recommendations
- ❖ Compensation statements
- ❖ Recruitment and selection of city-wide job vacancies



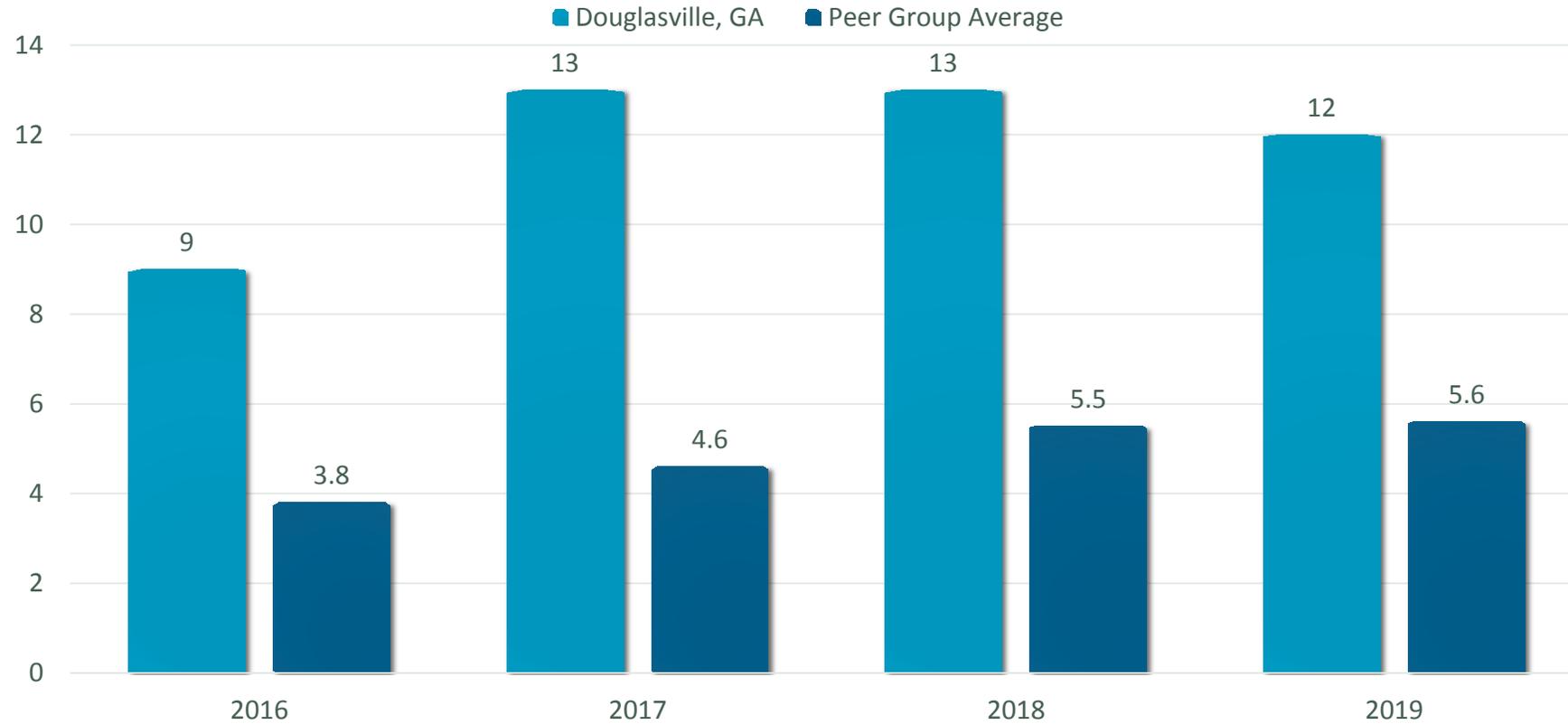
Retirement

2019 Retirees

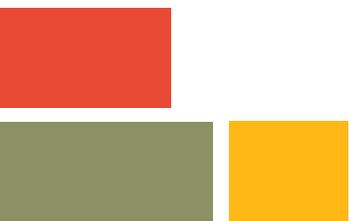
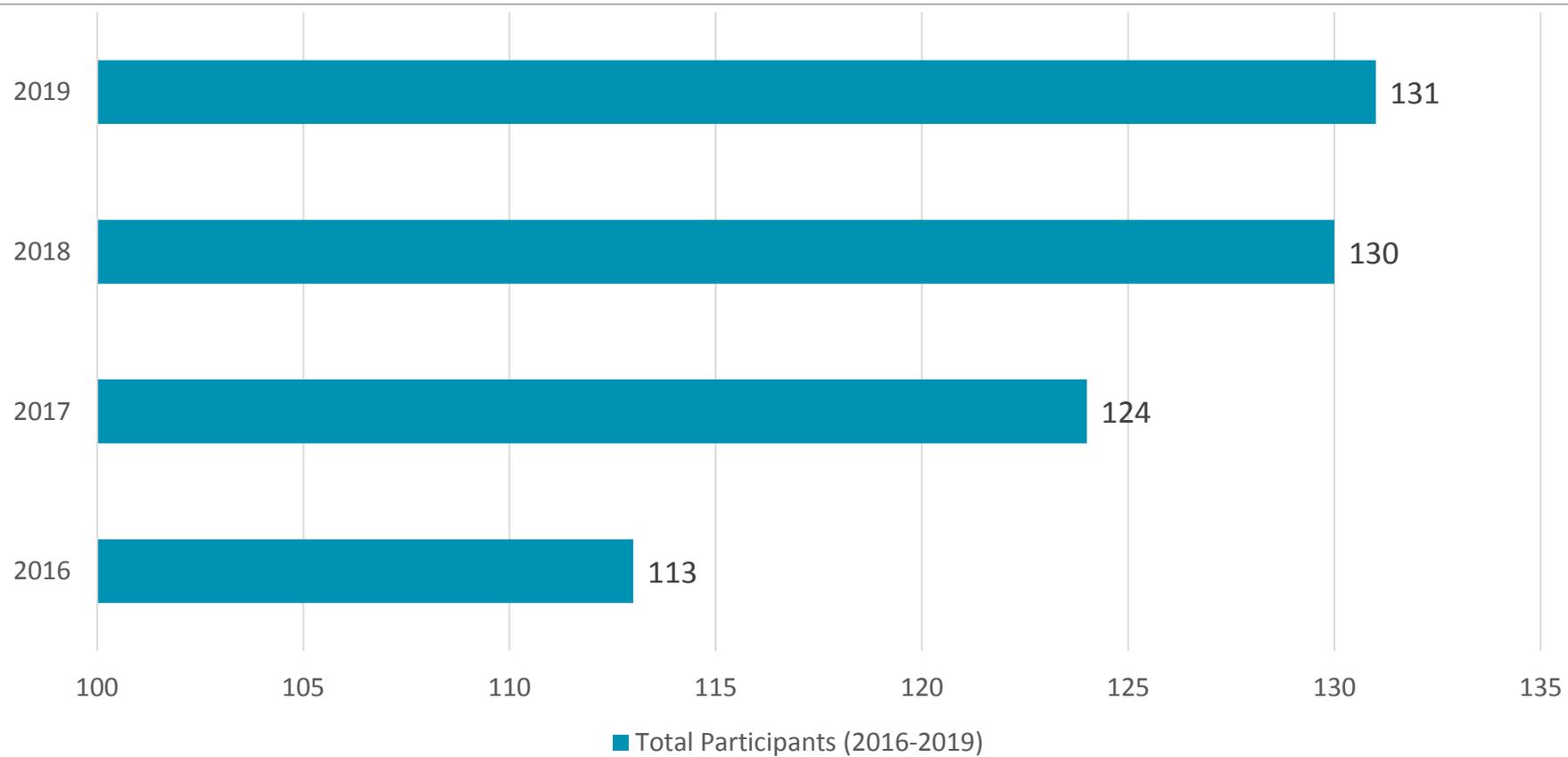
- ❖ Verdy O'Brien, Court Services, 5 years
- ❖ Michael Bryant– Public Services, 20 years
- ❖ Tommy Hickman– Police, 20 years
- ❖ Ricky Knight – Public Services, 22 years



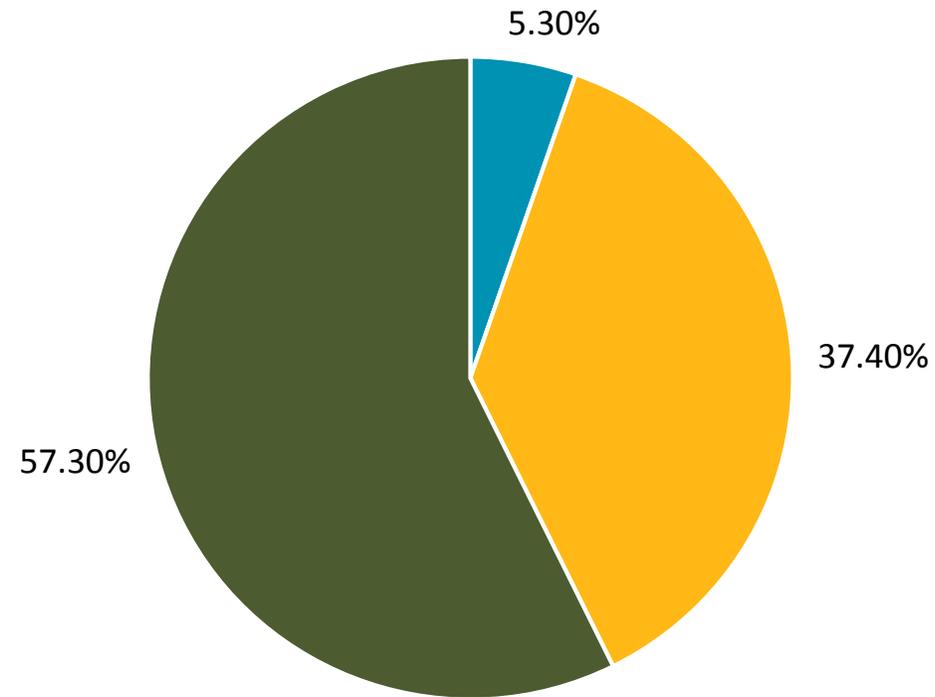
Nationwide New Participant Count



Nationwide Plan Participation



Nationwide Total Participants as of 03/31/19

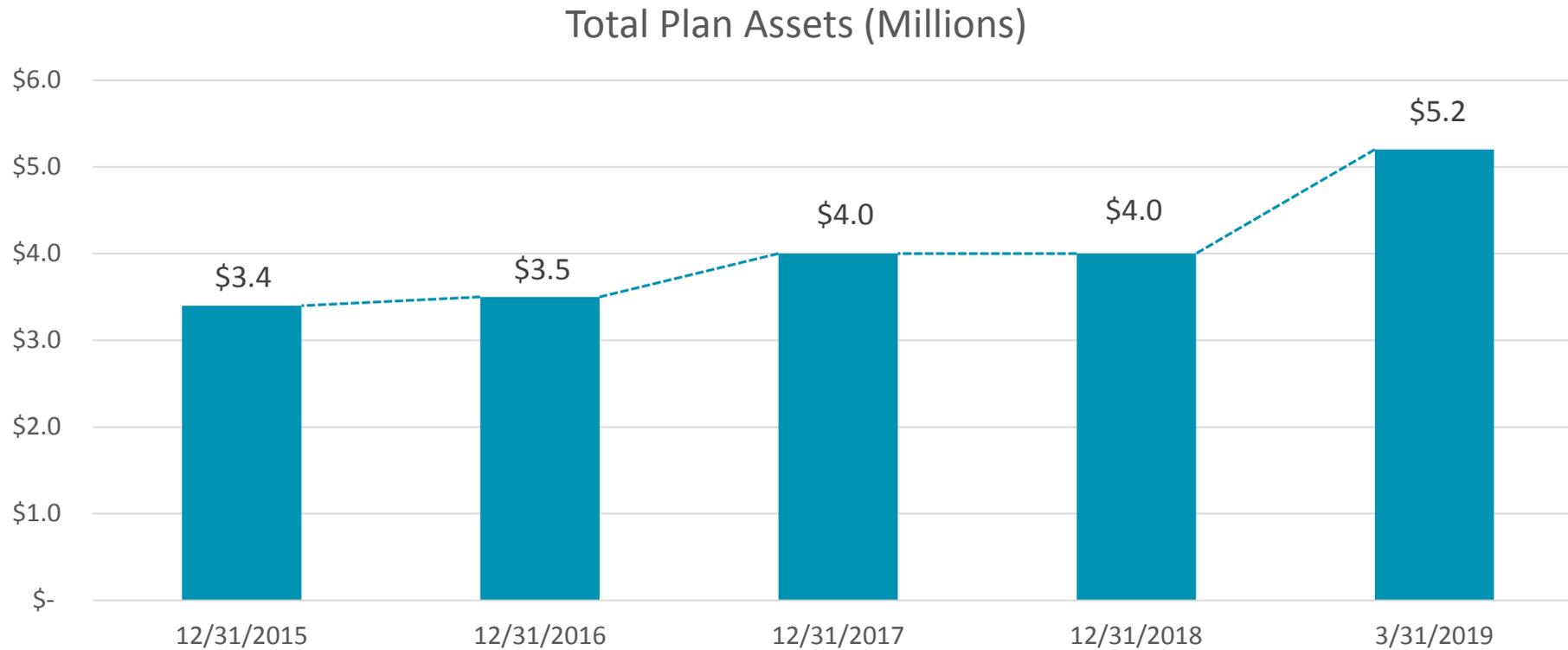


■ Payout ■ Inactive ■ Actively Deferring

Nationwide Plan Assets Summary (Millions)



Nationwide Retirement Cont'd



Workers' Compensation

Total Loss Time CY 2019 (17.44 hours)

Total Claims Paid CY 2019 (\$233,930)

Total Open Claims (9)

Total Re-opened Claims (2)

Gross Paid – (\$166,284)

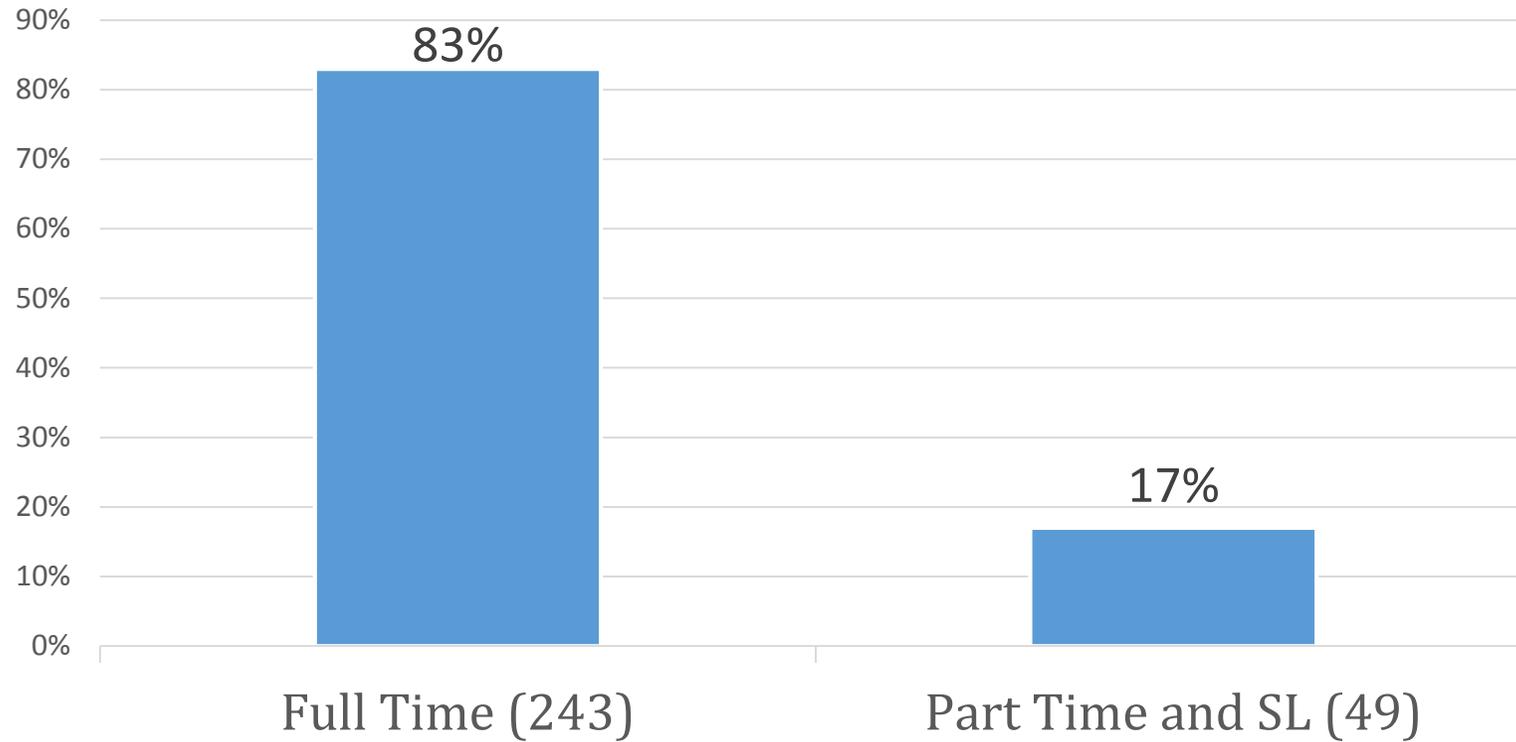
Recoveries – (\$67,646)

Reserves – (\$155,363)

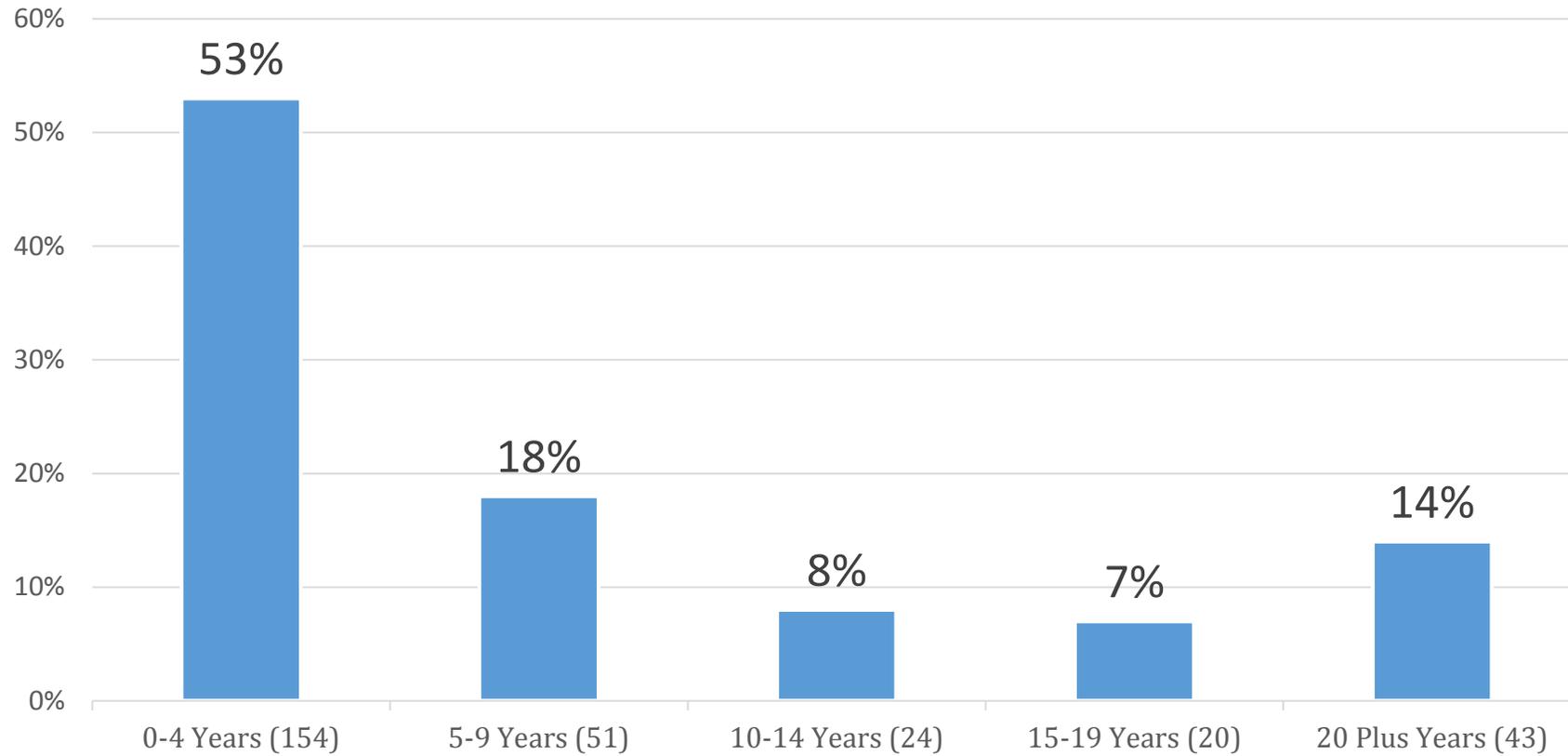


Employee Type

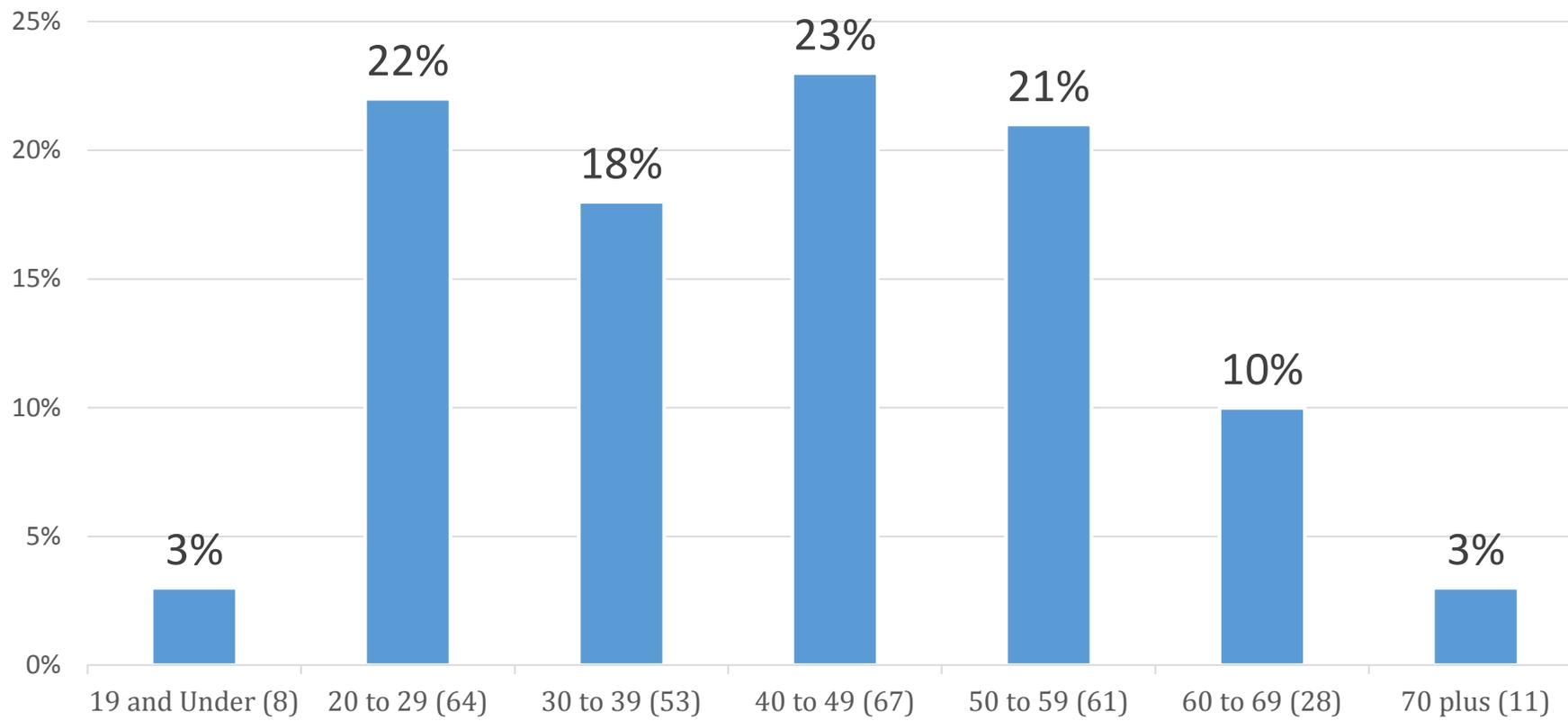
292 employees



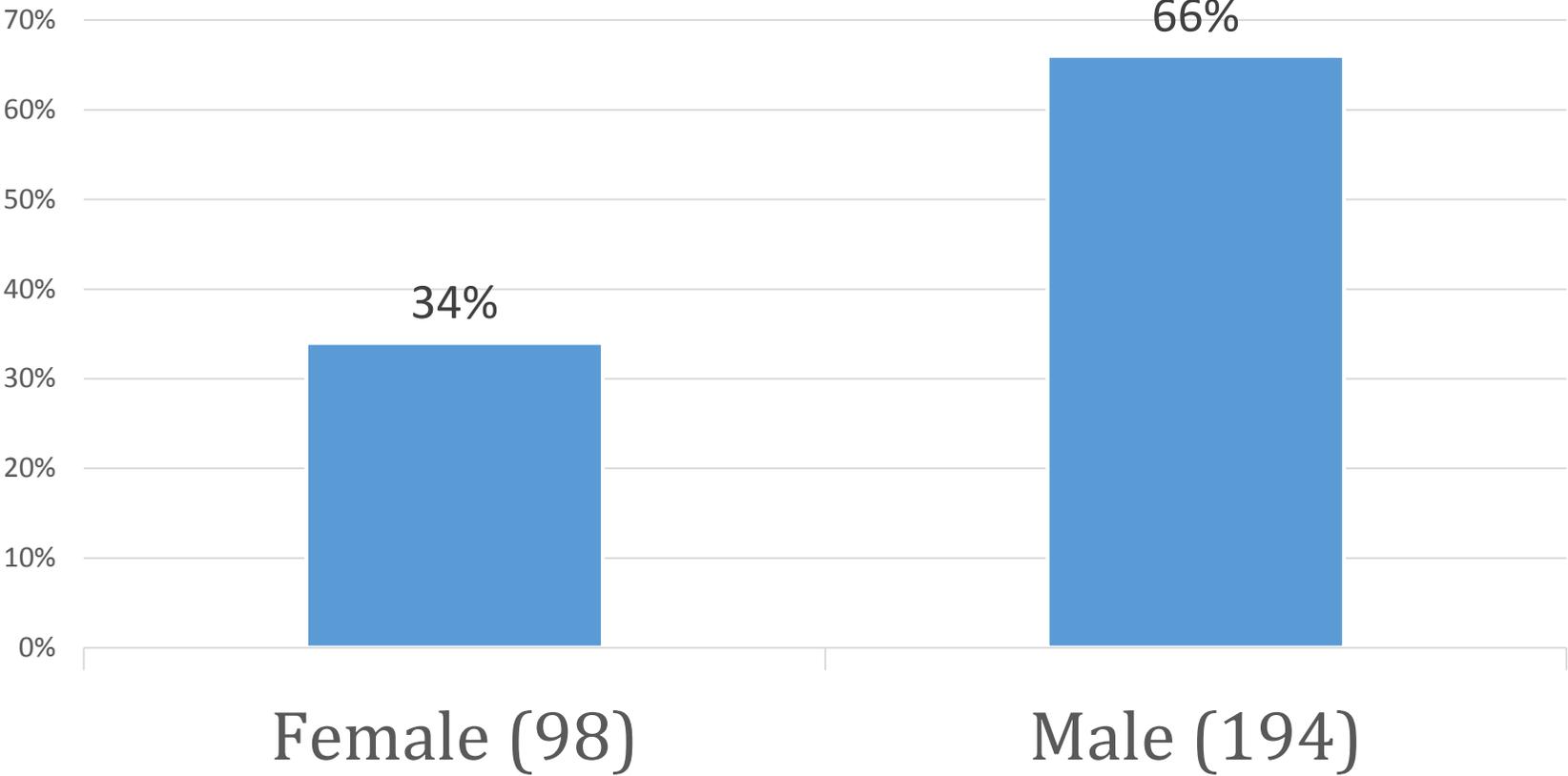
Seniority Length of Service 292 employees



Age 292 employees

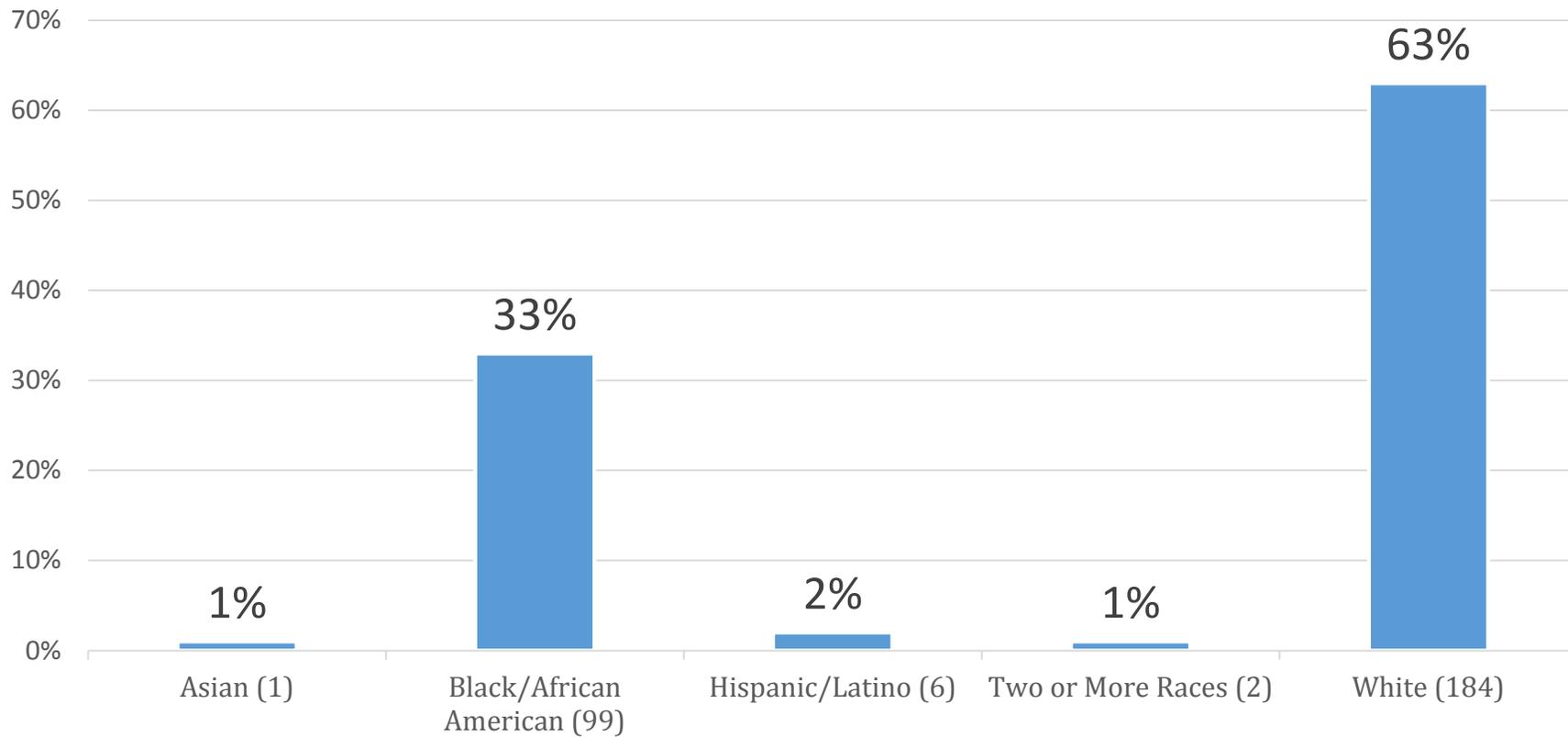


Gender 292 employees



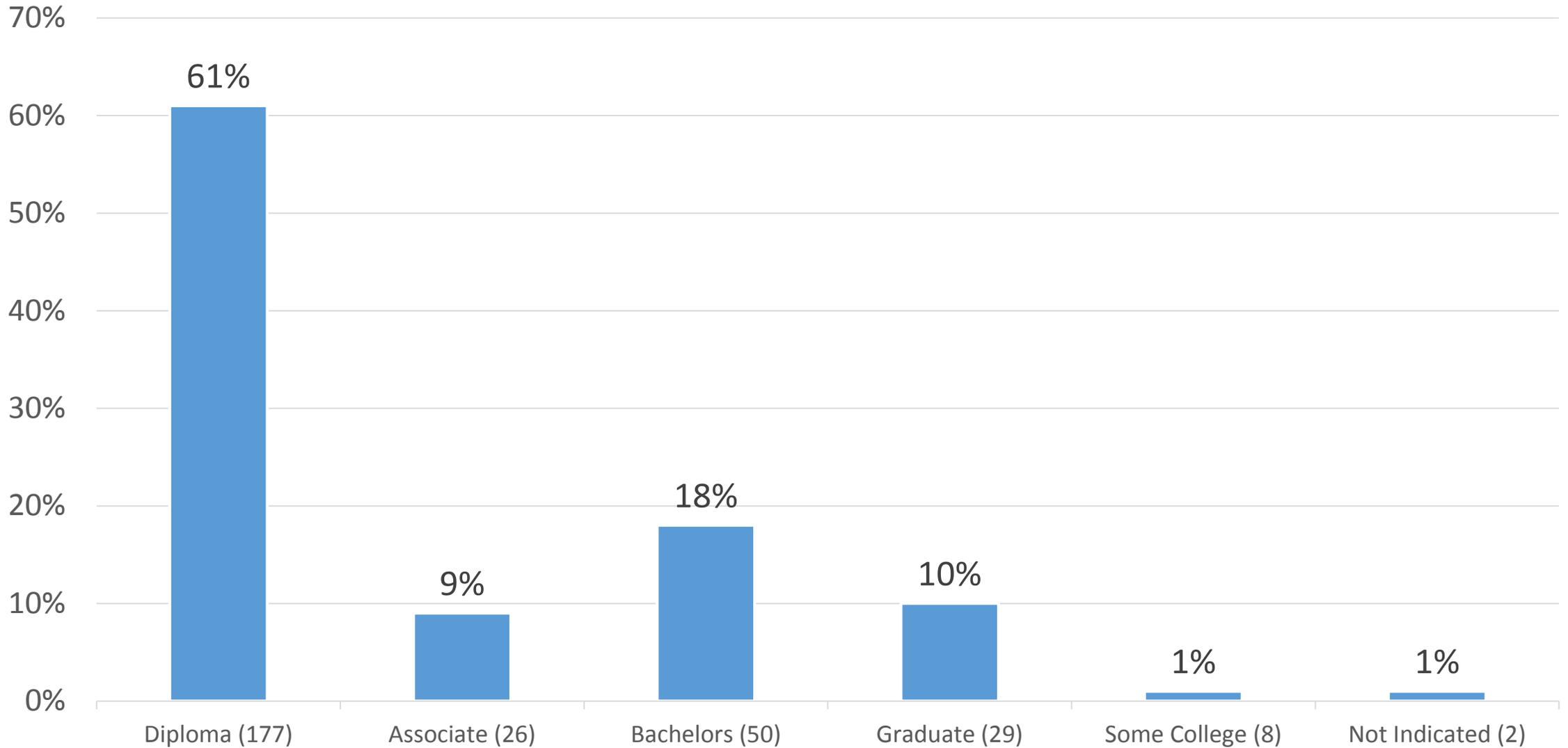
Race

292 employees



Education

292 employees



Employee Assistance Program

Jan-Dec 2018

Weighted Population

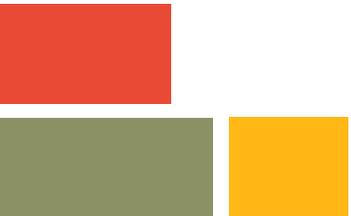
243 FT Employees

New/Ongoing Client Summary

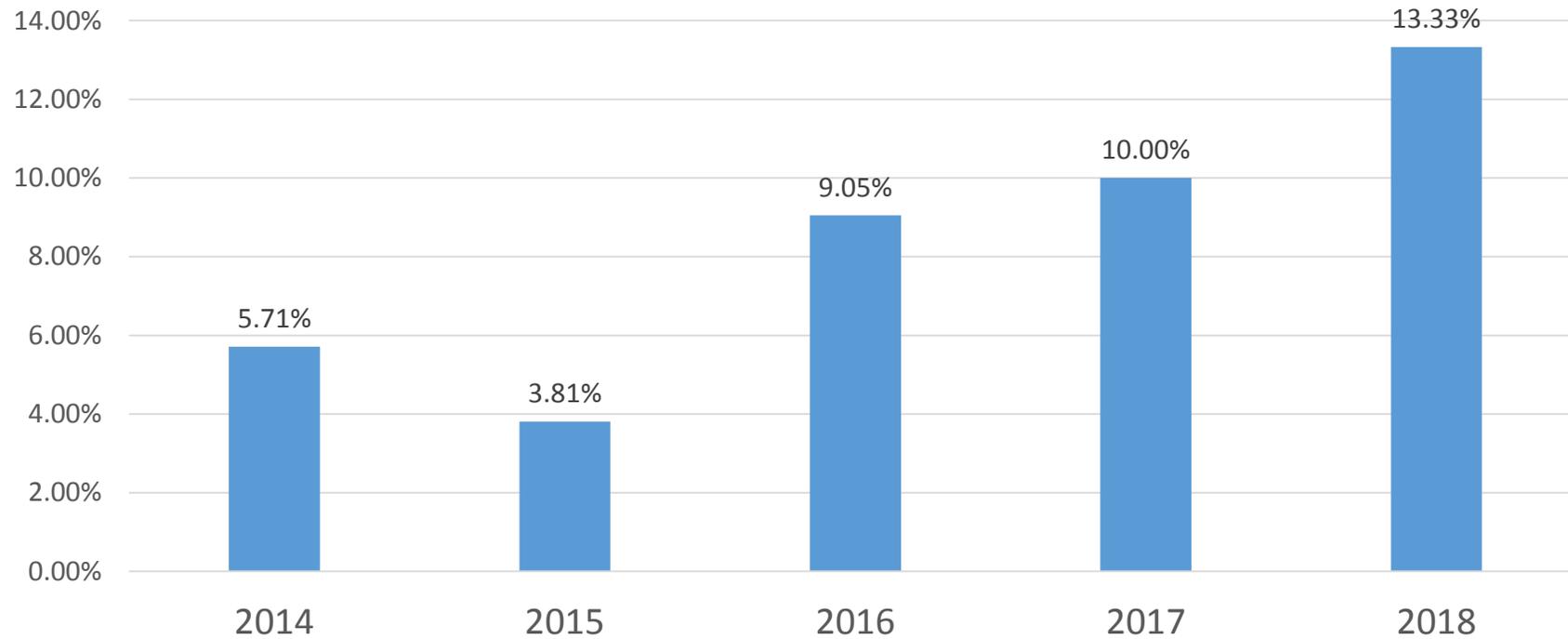
Total New Employees 20

Contacts/Hours Summary

Total Contacts 53.30 hours



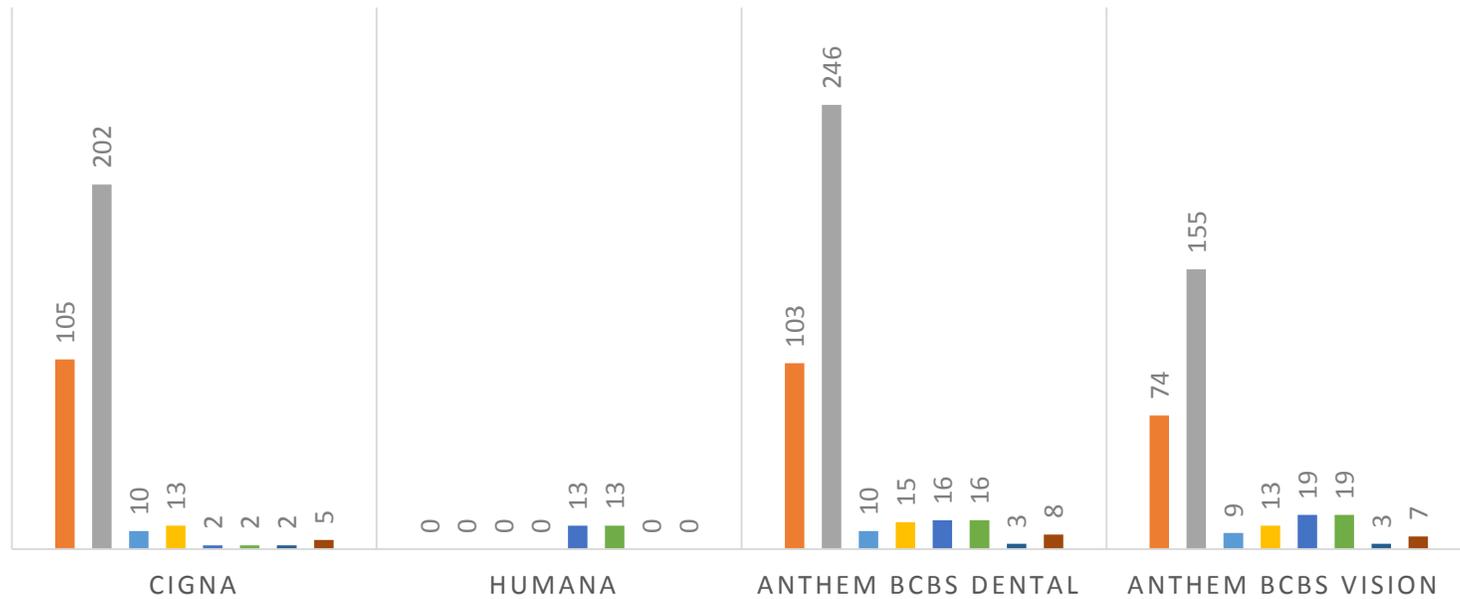
Employee Assistance Program (EAP) Historical Utilization



Total CIGNA: **341**
 Total Humana: **26**
 Total Dental: **417**
 Total Vision: **299**
 Total Covered Lives: **1,083**

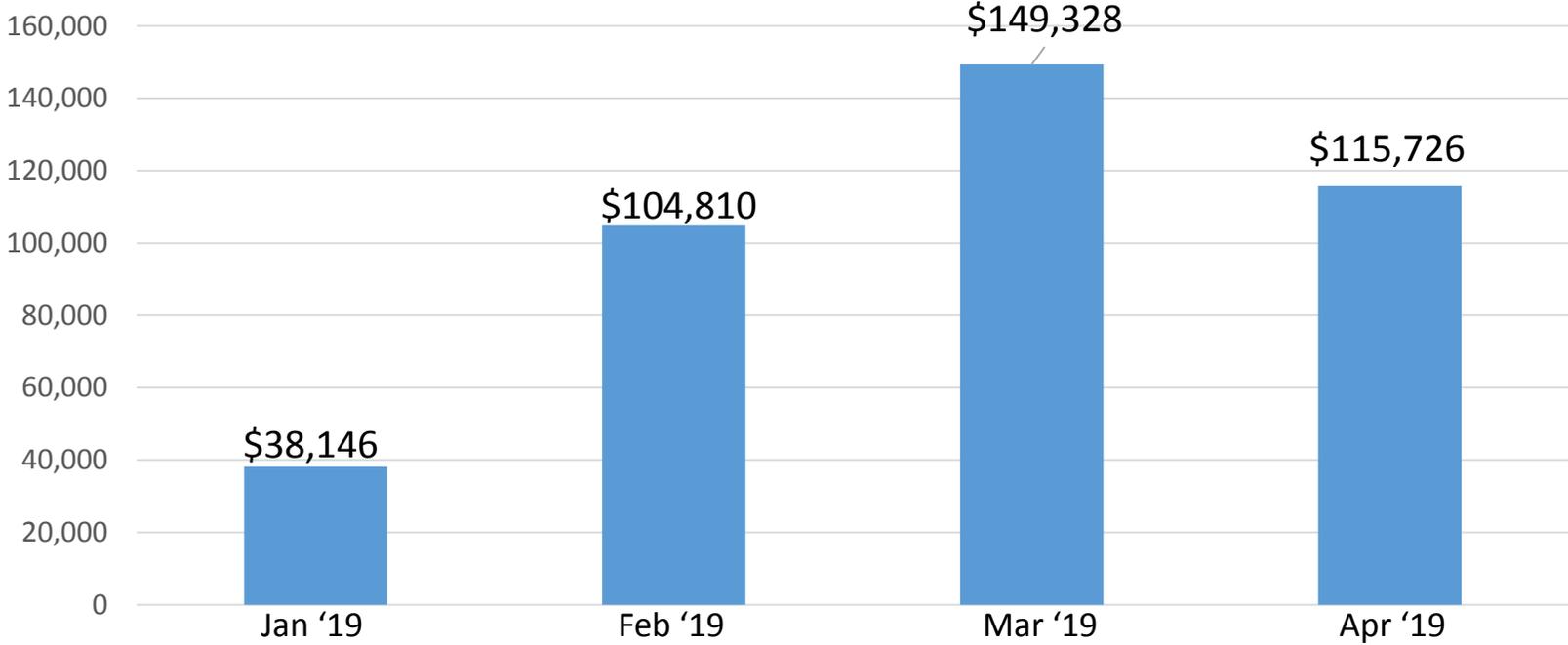
2019-HEALTH INSURANCE COVERED LIVES

■ Fulltime Employees ■ Fulltime Employee Dependents ■ Retirees - under 65
■ Retirees - under 65 dependents ■ Retirees - over 65 ■ Retirees - over 65 dependents
■ Council Members ■ Council Member Dependents



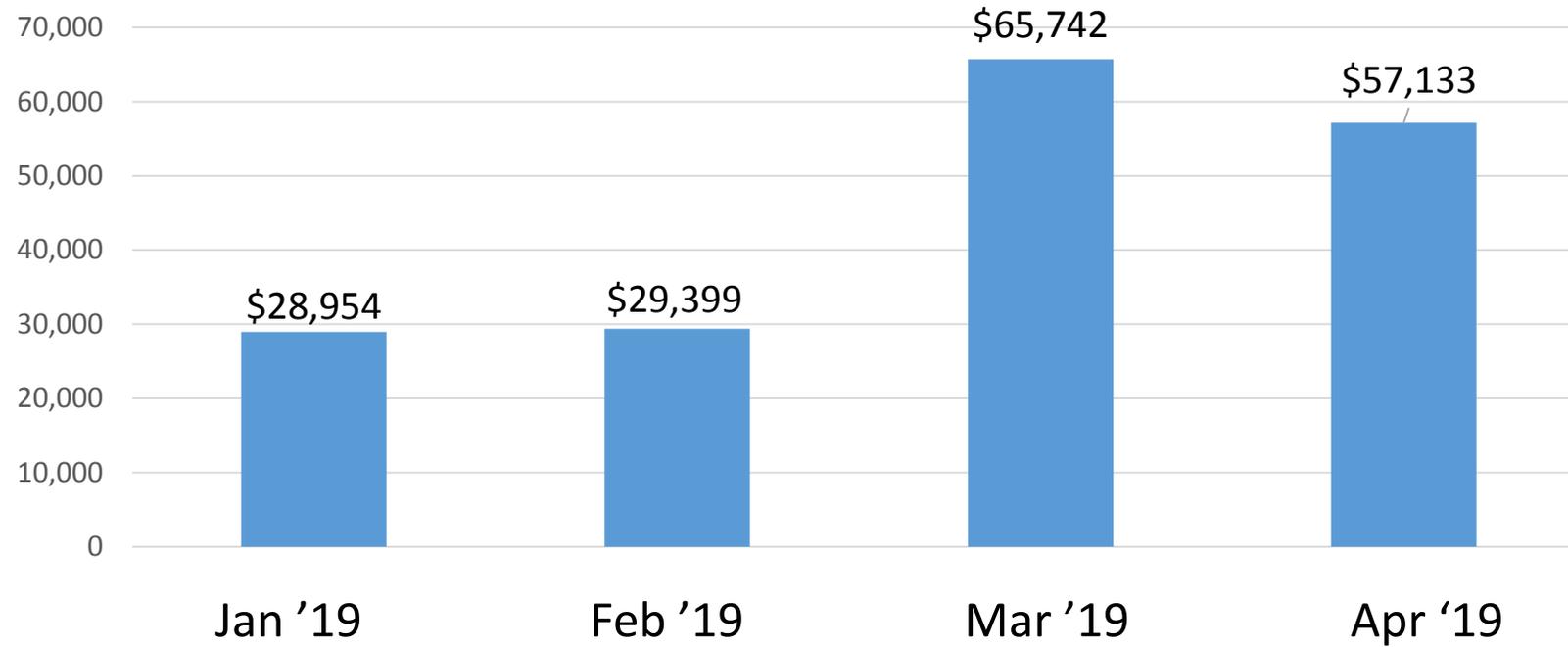
Medical Claims CY 2019 YTD

\$408,010



Pharmacy Claims CY 2019 YTD

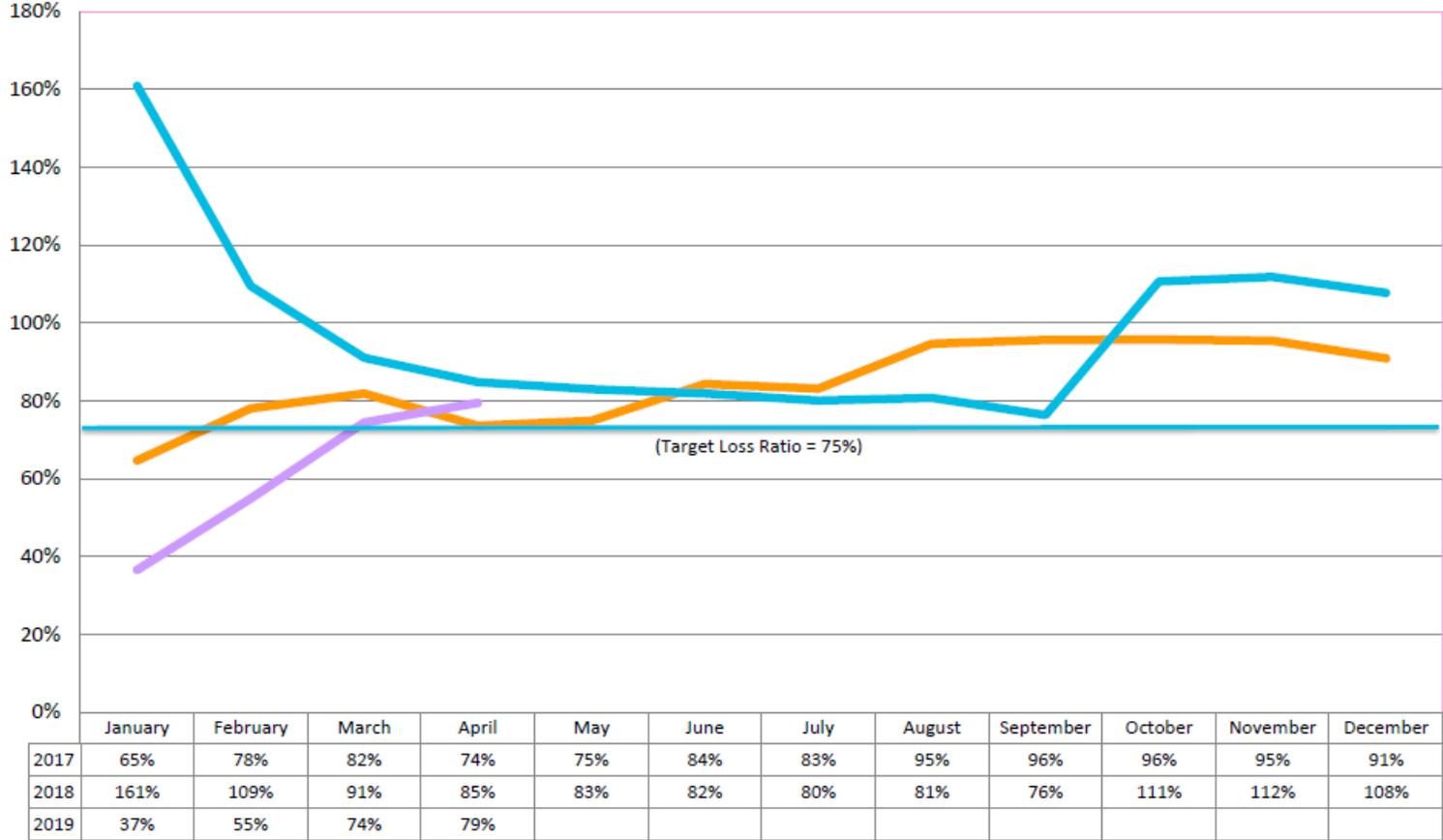
\$172,228



Loss Ratio

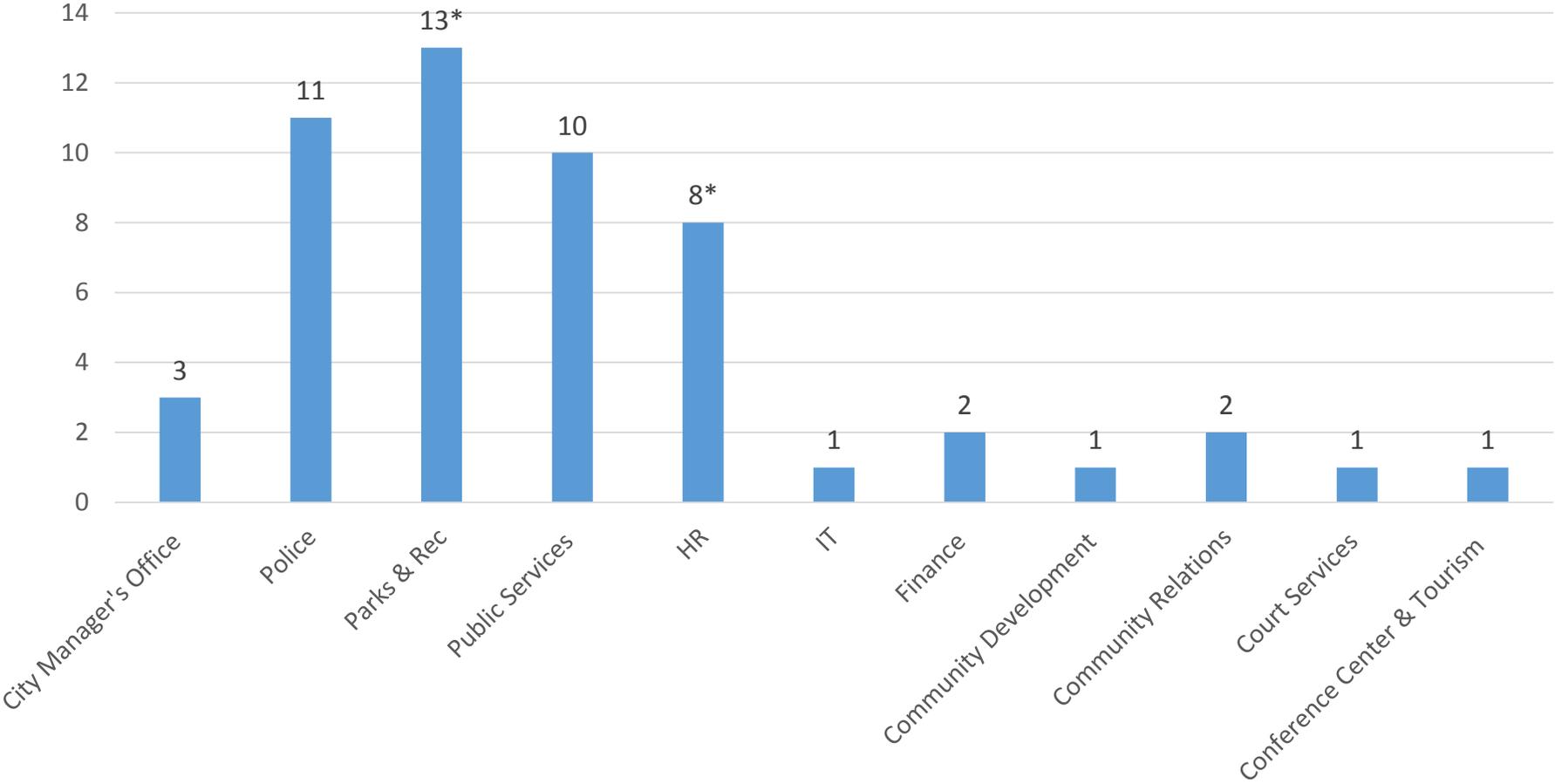


City of Douglasville
 Cumulative Loss Ratio Rolling CY2017 - CY2019 YTD

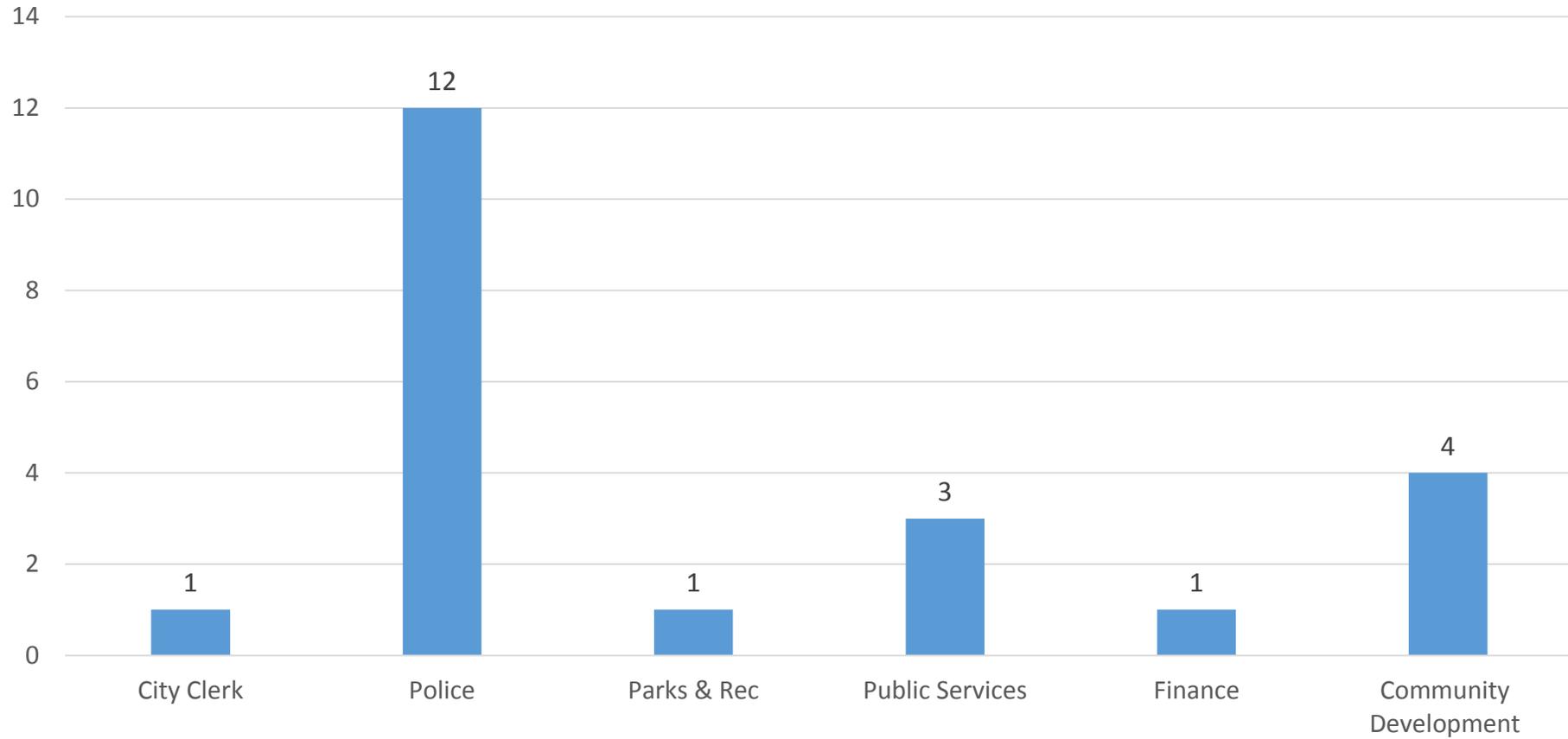


2017 2018 2019

New Hires FY 2019



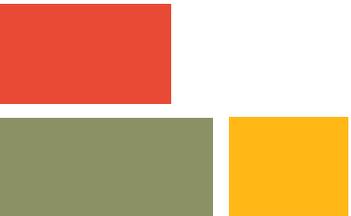
Promotions FY 2019



Promotions

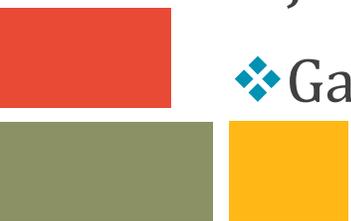
City Clerk

❖ Candyce James, Assistant City Clerk



Promotions cont'd

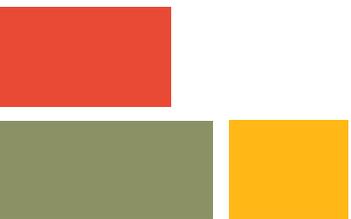
Police

- ❖ Jarrell Herring, Detective
 - ❖ Rodney Johnson, Certified Police Officer
 - ❖ Devon Dunbar, Certified Police Officer
 - ❖ Justin Strickland, Certified Police Officer
 - ❖ Alexis Reyes, Certified Police Officer
 - ❖ Josias Reyes, Certified Police Officer
 - ❖ Garrett Shorter, Certified Police Officer
- 

Promotions cont'd

Police

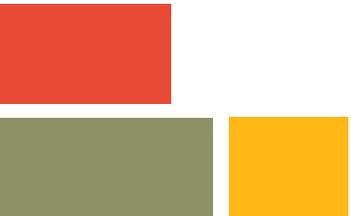
- ❖ Edward Lackey, Certified Police Officer
- ❖ Andrew Hogan, Certified Police Officer
- ❖ Jason Talbert, Certified Police Officer
- ❖ Andre Futch, Detective
- ❖ Charles Kraus, Corporal



Promotions cont'd

Parks and Recreation

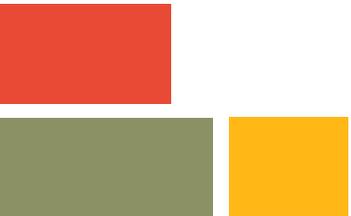
❖ Charles Combs, Park Maintenance Manager



Promotions cont'd

Public Services

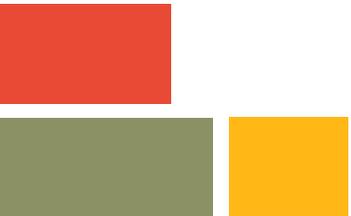
- ❖ Melissa Dickinson, Assistant Public Services Director
- ❖ Lesia Vick, Operations Coordinator
- ❖ Roylee Johnson, Fleet Maintenance Supervisor



Promotions cont'd

Finance

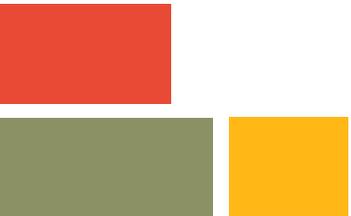
❖ Meredith Newton, Senior Accounting Specialist



Promotions cont'd

Community Development

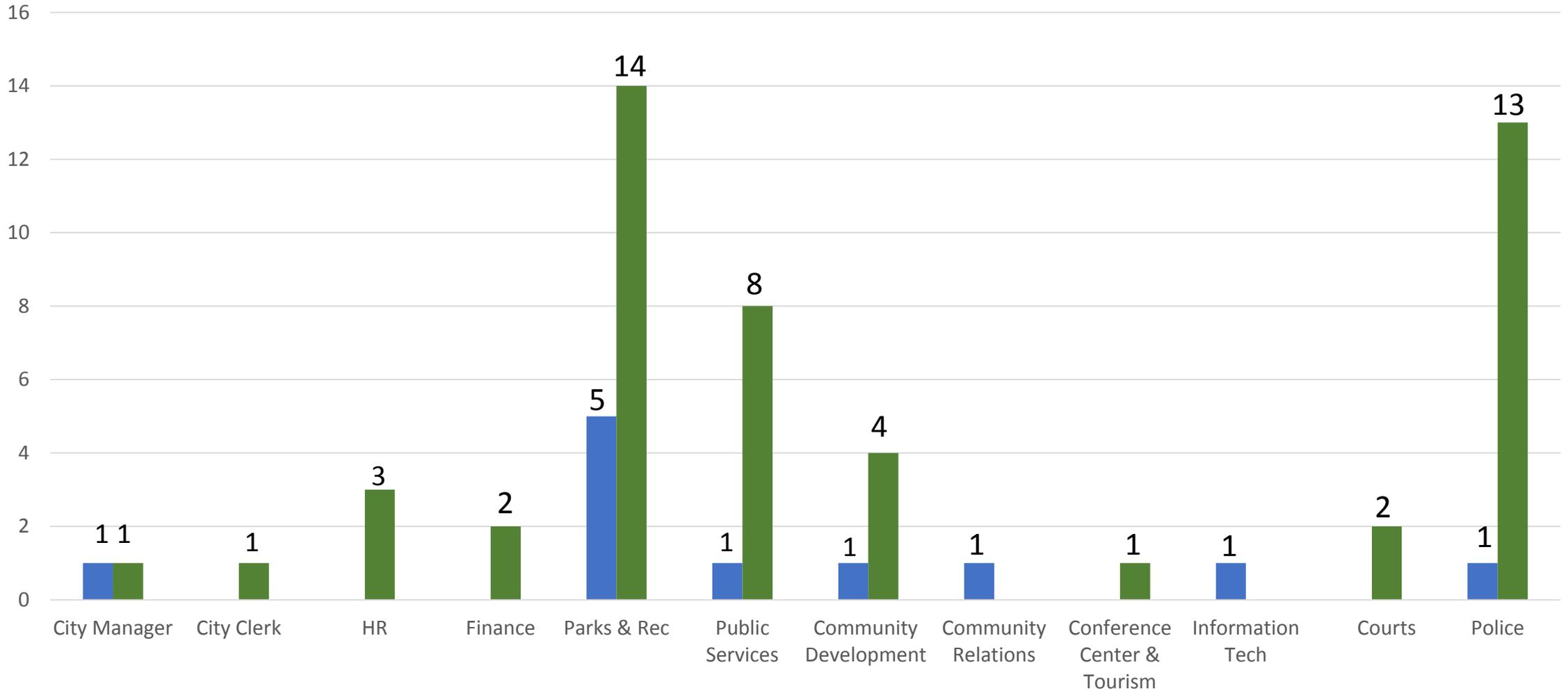
- ❖ Patrice Williams, Community Development Director
- ❖ Briana Watts, Main Street Coordinator
- ❖ Jimmy Hitchcock, Senior Code Compliance Officer
- ❖ April McKown, Economic Development Manager



Separations FY 2019

FY Total: 60

■ Involuntary ■ Voluntary

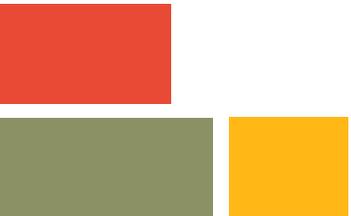


Turnover

Separations ÷ Employee Count = Voluntary Turnover Rate

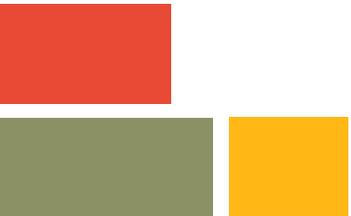
49 ÷ 292 = 17%

*2019 Industry Trend is 19% turnover rate.



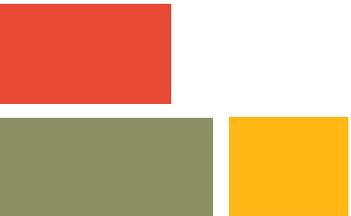
Human Resources Training and Events

- ❖ Employee Development – 27 initiatives
- ❖ Wellness – 8 initiatives
- ❖ Risk Management – 5 initiatives



FY 19 Highlights

- ❖ 2018 Safety and Risk Management Leadership Award
- ❖ 2018 Safety and Liability Grant
- ❖ Walking Club Health initiative
- ❖ Implementation of classification and compensation study
- ❖ 2019 Healthiest Employer 4th place award
- ❖ Summer Internship program



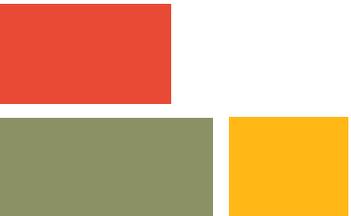
HR Mantra

THIS IS WHAT WE DO...

THIS IS WHO WE ARE...

AND THIS IS HOW WE ROLL...

WE ARE, HR!



Questions

