

== NOTICE OF MEETING ==



HUMAN RESOURCES COMMITTEE

Wednesday, April 18, 2018 – 9:30 a.m.
Administrative Conference Room – Branson City Hall – 110 W. Maddux

AGENDA

- 1) Call to Order.
- 2) Roll Call.
- 3) Acknowledgment of March 21, 2018 Minutes.
- 4) Discussion of New Hires/Promotions/Reclassifications.
- 5) Presentation of Lezage Supervisory Training.
- 6) Update from the City's Safety Team.
- 7) Human Resources Director's Report.
- 8) Adjourn

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MINUTES

HUMAN RESOURCES COMMITTEE

CITY OF BRANSON, MISSOURI

March 21, 2018

1) Call to Order

The Human Resources Committee met in the Fishbowl of City Hall, Wednesday, March 21, 2018 at 9:31am. The meeting was called to order by Mayor Karen Best.

2) Roll Call

Committee Members present: Mayor Karen Best, City Administrator Stan Dobbins, Alderwoman Cris Bohinc, Alderman Kevin McConnell, and Bryson Allen joined at 9:32. **Committee members absent: Donna Glotz.** Bryson stepped out at 10:48 and did not return before meeting was adjourned.

Also present: Human Resources Director Jan Fischer, Risk Manager Bob Smither, Senior Human Resources Generalist Kimberly Cooper, Human Resources Generalist Jamie Patrick, Human Resources Assistant Morgan Wermuth, and Melody Pettit Communications Manager. John Akers and Pam Hamilton from Ollis Akers and Arney were also in attendance and left at 10:22 after their presentation.

3) Acknowledgement of February 21, 2018 minutes.

The minutes of the January 17, 2018 meeting were acknowledged and Cris Bohinc stated there was an error that needed corrected from the minutes of 02-21-18: When the board went into Executive Session at the 02-21-18 HRC meeting, the minutes should have reflected RSMo 610.021.3 for discussion of employee personnel, not RSMo 610.021 and 610.022 as the original minutes reflected. Amendment was recommended and change was made to reflect RSMo 610.021.3.

Motion to approve as amended: City Administrator Stan Dobbins; Second: Alderman Kevin McConnell; Vote: 5 Yes, 0 No.

4) Discussion of New Hires/Promotions/Reclassifications.

Update given by Human Resources Director Jan Fischer.

5) Update on Planning by Ollis, Akers, Arney with John Akers.

Timeline of 2018 health plan deadlines presented by John Akers.

6) Review of 2017 Anthem Health Insurance Claims Data.

Discussion led by John Akers.

7) Update from City's Safety Team.

Update given by Risk Manager Bob Smither.

8) Human Resources Director's Report.

Update given by Jan Fischer. National workforce shortage concerns were presented by Mayor Best and discussed.

9) Adjourn.

A motion to adjourn was made.

Motion: Alderman Kevin McConnell; Second: Alderwoman Cris Bohinc; Vote: 4 Yes, to 0 No, 1 Absent.

Time Adjourned: 10:50 am

Promotions and Transfers

| Name | Date of Change | Position | Department | Promotion or Transfer |
|----------------|----------------|--------------------------------|-----------------|--|
| Sean Barnwell | 02/07/18 | Police Lieutenant | Police | Promotion from Police Sergeant |
| Caleb Teig | 02/07/18 | Police Sergeant | Police | Promotion from Police Officer II |
| Morgan Wermuth | 03/05/18 | Human Resources Clerk | Human Resources | Reclass from Human Resources Assistant |
| Don Eby | 03/19/18 | Plant Operator III – WT | Utilities | Reclass from Plant Operator II – WT |
| Steve Kawka | 03/19/18 | Plant Operator III – BioSolids | Utilities | Reclass from Plant Operator II – BioSolids |
| Ryan French | 03/19/18 | Plant Operator III – Sewer | Utilities | Reclass from Plant Operator II – Sewer |
| Mike Stech | 03/19/18 | Utilities Crew Leader | Utilities | Reclass from Maintenance Worker II |
| Caleb Atchley | 03/19/18 | Electrician III | Utilities | Reclass from Electrician II |
| Bryan Miller | 03/31/18 | Training/Recruitment Coord. | Police | Police from Sergeant |
| Eric Wehmeier | 03/31/18 | Police Sergeant | Police | Police from Officer II |
| Scott Epps | 04/01/18 | Plant Operator II – BioSolids | Utilities | Reclass from Plant Operator I - BioSolids |

Hires

| Name | Date of Hire | Position | Department | Rehire or New Hire |
|------------------|--------------|--------------------------------|----------------------|--------------------|
| Mark Thompson | 03/22/18 | Building Maintenance Assistant | Public Works | New Hire |
| Kayla Paris | 03/29/18 | Part-Time Office Assistant | Parks and Rec | New Hire |
| Teresa Smith | 04/03/18 | Accounting Clerk | Finance | New Hire |
| Sabrina Presley | 04/03/18 | Office Assistant III | Finance | New Hire |
| Rachel Underwood | 04/09/18 | Court Specialist | Court/Clerk's Office | New Hire |