

MINUTES

HUMAN RESOURCES COMMITTEE

CITY OF BRANSON, MISSOURI

October 21, 2020

1) Call to Order

The Human Resources Committee met in the Council Chambers of City Hall, Wednesday, October 21, 2020. The meeting was called to order by Alderman Bill Skains at 9:35 a.m.

2) Roll Call

Committee Members present: City Administrator Stan Dobbins, Alderman Bill Skains, Alderman Jeff Seay, Bryan Cossiboom and Kenn Tilus, which provided a quorum.

Also present: Assistant City Administrator John Manning, Human Resources Director Jan Fischer, Kimberly Cooper, Gina Stech, Sonya Seitz, Melody Pettit, Jamie Rouch, Marcia Chapman and Brien Halterman.

3) Acknowledgement of August 19, 2020 Minutes.

Motion to approve: Kenn Tilus; Second: City Administrator Stan Dobbins; Vote: 5 yes, 0 no.

4) Discussion of New Hires/Promotions/Reclassifications.

Discussion led by Human Resources Director Jan Fischer.

5) Review Wellness Appeal.

Discussion introduced by Jan Fischer and led by Kimberly Cooper.

Motion to recommend approval of Appeal Application Number 20-1021-A with confirmation that the doctor appointment is completed: Alderman Bill Skains; Second: Kenn Tilus; Vote: 5 yes, 0 no.

Motion to deny Appeal Application Number 20-1021-B as the Tier would not be affected due to none of the required wellness items being completed: City Administrator Stan Dobbins; Second: Alderman Bill Skains; Vote: 5 yes, 0 no

Appeal Application Numbers 20-1021-C, 20-1021-D, 20-1021-E and 20-1021-F are already in Tier 1 so no motion is needed.

Motion to deny Appeal Application Number 20-1021-G as Health Risk Assessment was due before the effects of COVID-19 and was not completed: City Administrator Stan Dobbins; Second: Kenn Tilus; Vote: 5 yes, 0 no.

Alderman Bill Skains stated that if the Wellness Appeal does not affect the Tier, it is not necessary to present it to the Human Resources Committee. That protocol will be followed going forward.

6) Article 15 – Work Period, Overtime, Compensatory Time and Holiday Pay.

Discussion led by Jan Fischer.

Article 15 revisions discussed with the final version to be presented at the November Human Resources Committee Meeting. The revisions will be presented to the Employee Human Resources Committee before presenting at the November Human Resources Meeting.

7) Human Resources Director's Report.

Update given by Jan Fischer.

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City Administrator has directed to revise the compensation schedule for the City as minimum wage will be increasing for the next few years and will affect the bottom end of the pay scale. Modification of the pay scale is needed for the City to remain competitive with other local entities.

Open Enrollment is underway and the feedback has been positive. It is an all virtual open enrollment for the first time and enrollment is almost complete.

City Administrator has directed for the Human Resources Department to review modification of the Disciplinary process. Modifications will address punishment versus coaching and discipline without punishment, with the focus on supervisors increasing engagement with employees.

The transition to NeoGov for applicant tracking continues with consideration of information and pricing. Elements should impact Human Resources onboarding and both employee and management development.

8) Adjourn.

Motion to adjourn: City Administrator Stan Dobbins; Second: Alderman Bill Skains; Vote: 5 yes, 0 no.

Time Adjourned: 10:18 a.m.