

MINUTES

HUMAN RESOURCES COMMITTEE

CITY OF BRANSON, MISSOURI

November 18, 2020

1) Call to Order

The Human Resources Committee met in the Council Chambers of City Hall, Wednesday, November 18, 2020. The meeting was called to order by Mayor Edd Akers at 9:31 a.m.

2) Roll Call

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

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

3) Acknowledgement of October 21, 2020 Minutes.

Motion to approve: Alderman Bill Skains; Second: Alderman Jeff Seay; Vote: 5 yes, 0 no.

4) Discussion of New Hires/Promotions/Reclassifications.

Discussion led by Human Resources Director Jan Fischer.

5) Review Wellness Program Provider Discussion.

Discussion introduced by Jan Fischer and led by John Akers.

Notification was given by CoxHealth of a reduction in services offered for the City's Wellness Program. They will no longer provide information tracking or coaching services. John has started and will continue to research other wellness plan options available to the City and will provide that information to Committee Members at a future Human Resources Committee Meeting.

A letter of complaint regarding the City's current wellness plan, received from a City employee, was read to the Committee Members by Jan.

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

Discussion led by Jan Fischer.

Article 15 final version was presented to the Committee Members and the revisions were reviewed. The final version will be presented to the Board of Alderman for approval. Stan requested that the departments choose whether or not holidays will be paid out or banked at the beginning of the fiscal year be added as a revision to the policy that is presented to the Board so that the budget can be planned accordingly.

Motion to recommend approving the Article 15 revisions; Vote: 5 Yes, 0 No.

7) Workers' Compensation Discussion.

Discussion led by Bob Smither

The forecasted rate for 2021 was given, as well as a review of claims for 2020. To reduce the number of claims in the future, a rudimentary Safety Manual will be compiled and presented to new employees at orientation of which they will sign as acknowledgement.

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8) Human Resources Director's Report.

Update given by Jan Fischer.

The first part of the revisions of the employee compensation schedule for the City has been approved by City Administrator Stan Dobbins and Assistant City Administrator John Manning. The remaining revisions are in the process of being completed and will be presented for approval. Employee based committees will then be formed to review the revised plan.

9) Adjourn.

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

Time Adjourned: 10:42 a.m.