

Department of Employee Relations

**2018 Budget Overview
Finance & Personnel Committee
October 10, 2017**

Objectives and Key Performance Measures

- Objective: Establish and administer organizational framework to effectively recruit, select, classify, compensate, develop, and reward employees in compliance with applicable employment laws and regulations

Measure	2016 Actual	2017 Planned	2018 Projected
Turnaround time between notification of position vacancy and establishment of eligible list	113 days	120 days	113 days

Objectives and Key Performance Measures

- Objective: Develop and implement recruitment and examination practices that yield a qualified and diverse candidate pool to fill departmental vacancies

Measure	2016 Actual	2017 Actual	2018 Planned
Percentage of candidates referred who are women	50%	55%	50%
Percentage of candidates referred who are minorities	50%	65%	50%

Objectives and Key Performance Measures

- Objective: Establish programs and services to control the growth rate of health care costs while maintaining employee accountability and responsibility for care

Measure	2016 Actual	2017 Projected	2018 Planned
Health care cost per contract for active employees	\$12,597	\$13,000	\$13,000

Budget Summary

	2017 ADOPTED	2018 PROPOSED	DIFFERENCE	
	BUDGET	BUDGET	(amount, %)	
FTEs – O&M	41.57	41.65	0.08	0.2%
FTEs - Other	5.56	11.11	5.55	100%
Salaries & Wages	2,609,461	2,442,643	-166,818	-6.39%
Fringe Benefits	1,174,258	1,123,616	-50,642	-4.31%
Operating Expenditures	304,315	315,357	11,042	3.63%
Equipment	2,000	2,000	0	0.00%
Special Funds	104,000	138,000	34,000	32.69%
TOTAL	\$4,194,034	\$4,021,616	-172,418	-4.11%

Key Budget Updates

- ❑ Salaries - \$166,818 decrease
 - Salary adjustments from retirements and other changes
- ❑ Operating - \$11,042 increase
 - Employee communications program
 - Additional functionality to JobAps system
- ❑ Special Funds - \$34,000 increase
 - Field Worker Safety Initiative and Supplies
 - Increased recruitment activities

Special Purpose Accounts

	2017 ADOPTED BUDGET	2018 PROPOSED BUDGET	DIFFERENCE (amount, %)	
Alternative Transportation	115,000	115,000	0	0.00%
Employee Training	20,000	20,000	0	0.00%
Flexible Spending	115,000	115,000	0	0.00%
FMLA Fund	0	100,000	100,000	100.00%
Long Term Disability	650,000	650,000	0	0.00%
Tuition Reimbursement	\$725,000	\$725,000	0	0.00%
Unemployment Comp.	600,000	600,000	0	0.00%

□ Family Medical Leave Act Fund

- Program will be administered by third-party administrator beginning 2018
 - Ensure uniform application of FMLA eligibility requirements
 - Monitor legislative and regulatory changes

Health Care Budget Summary

	2017 ADOPTED BUDGET	2018 PROPOSED BUDGET	DIFFERENCE (amount, %)	
UHC Choice Plus “PPO”	10,000,000	7,800,000	-2,200,000	-22.00%
UHC Choice “EPO”	91,450,000	87,800,000	-3,650,000	-3.99%
High Deductible Health Plan	1,000,000	100,000	-900,000	-90.00%
Wellness Program	2,900,000	2,900,000	0	0.00%
Dental	\$1,900,000	\$1,900,000	0	0.00%
Administration	6,700,000	6,800,000	100,000	1.49%
TOTAL Health Care	\$113,950,000	\$107,300,000	-6,650,000	-5.84%

2018 Proposed Health Care Highlights

- ❑ Continuous improvement in health care utilization
- ❑ No benefit design changes proposed for 2018
- ❑ Dental plan provider changes for two plans
- ❑ Continuation and expansion of programs that support and encourage better employee health
 - Wellness Program
 - Workforce Clinic
 - Healthy Rewards

Worker's Compensation

- ❑ **Objective:** Establish and monitor risk management and safety programs to ensure safe and productive workplaces and control costs

	2017 ADOPTED	2018 PROPOSED	DIFFERENCE	
	BUDGET	BUDGET	(amount, %)	
Worker's Compensation	11,000,000	11,000,000	0	0.00%

- ❑ Expenditures relatively flat since 2011, no increase projected
- ❑ Program transitioned to third party administrator in 2016
 - Program fully integrated in city's health and wellness initiatives