

HR REPORT

STAFF DESCRIPTION

Union Negotiations

1. I was invited to sit with negotiations while a Union negotiator representative of the APEA/AFT (AFL-CIO) to the union employees negotiated with the City of Nome. They argued on behalf of the employees to improve working conditions and benefits within acceptable means that the City Manager conveyed his response to each factor and solutions were agreeable which he brought to the Common Council.

Terminations

1. To start off with the turnover for termination one for Police Officer resignation one dismissal for Communications Officer I and one Office Aide (end of 6 mos hire) from the City Clerk's department. The termination percentage is 3.125%.

Performance

1. Staff recognitions will continue on in the May Common Council Meetings.
2. An employee handbook will be presented to the Common Council once the attorneys are able to review the document.
3. HR does job descriptions as they are revised and or created, project ongoing.

Safety

1. One NFD eye glasses were broken, one Police Officer fell outside while on duty.

RECRUITMENT STATUS

Vacancies

1. There were six vacancies over three months
 - a. Building Maintenance Worker Posted and filled
 - b. Equipment Operator I Posted and filled
 - c. Cemetery Manager (unposted) unfilled
 - d. Investigator Posted and filled
 - e. Police Officer I/II **x4** Posted and still 2 vacant
2. Promotions and Merit increases
 - a. Acting Deputy Clerk to Deputy Clerk, Community Services Officer PT to Full time
 - b. Eight promotions and 6 mos and annual increases were made.