



## **Human Resources**

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**To:** Ryan Spitzer, Town Manager  
Members of the Town Council

**From:** Linda Gaddy

**Date:** 5/6/2025

**Re:** Human Resources Monthly Report

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Ryan,

Enclosed is the Human Resources Department Monthly Report for the month of April 2025.

### **New Hires:**

**Sophia Bronchetti**, Crime Analyst  
**Juniper Rogers**, Communications Intern  
**Jeff Chin**, Part-time Park Aide  
**Mario Vergara Quiroz**, Probationary Police Officer

### **Resignation/Termination:**

**Katherine Rimer**, Crime Analyst  
**Logan Hulst**, Police Officer  
**Michael Soto**, Police Officer  
**William Townsend**, Part-time Park Aide

### **Retirements:**

**Mitchell Creech**, PCS, Systems Technician Supervisor, May 1<sup>st</sup>  
**William Wright**, Police Sergeant, June 1st

### **Transfers:**

none

### **Promotions:**

none

### **Current Openings:**

**Police Officer:** 3 openings for lateral hires  
**B.L.E.T. trainees**, 2 to graduate June 5, one for next class session starting 5/19/2025  
**911 Telecommunicator**, 3 openings, accepting applications, interviewing  
**Summer Camp Counselors**, 3 openings, offers extended

## **Departmental Update:**

### **Employee Appreciation and events:**

The Employee Spring Picnic is Thursday May 8<sup>th</sup> at the Hut with a Hawaiian Luau theme including entertainment, a tropical buffet, contests, prizes and Kona Ice.

We have also been recognizing special recognition weeks like Public Works Week, Administrative Professionals Day, etc. Many of these occur in the late Spring and Summer. Our opportunity to treat each dept. to a lunch of their choosing.

### **Safety:**

Safety Committee members attended the annual NC Safety Awards banquet sponsored by the NC Health and Safety Council and the NC Department of Labor. The following Departments received a Gold Award: Administration, Public Works, Parks & Recreation, and PCS, based on days of work missed and their incident reports and DART rate in 2024 compared to others in the same category throughout the State. For these departments, this represents multiple consecutive years that they received a GOLD award. For some this will be the 11<sup>th</sup> consecutive year.

### **Recruiting:**

We are seeking experienced Police Officers, B.L.E.T. police officer trainees, and three 911 Telecommunicators. Quite a few candidates for both are in background checks. Also offers are being made to three new Summer Camp Counselors to add to the five returning from last year.

### **Police Promotions:**

A new promotional assessment process for selecting candidates to fill upcoming Corporal, Sergeant and Lieutenant positions is planned for mid-June in preparation for anticipated upper management/command staff promotions and position changes.

### **Benefits:**

Our annual open enrollment period begins May 22<sup>nd</sup>. All renewals with providers have been out for bid, negotiated, and contracts are being finalized. Employee open enrollment informational webinars are scheduled for the last week in May. Major increases to health insurance renewal rates have necessitated that we consider changes to providers to keep cost increases to a minimum; still increases will still be significant this year. We have managed to keep our rates low compared to other municipalities for years now, therefore some rates are catching up this year, particularly noticeable in medical plan rates.

Retirement System benefits: each year the NC Retirement Plans increase the contribution rates that employers must contribute. The employee's contribution rate stays the same as previous years at 6%. Starting July 1, we must now contribute 14.38% for general staff and 16.08% for Law Enforcement Officers as members of the NC State Treasurer's Local Government Employees' Retirement System defined benefit plan. We will also continue to match up to 5% of employees' contribution to 401(k) or 457(b), or the required 5% contribution for all law enforcement officers. Our emPower representative will also conduct an informational webinar for all Pineville staff about retirement on May 13th.

## **Wellness:**

A morning event on April 10th that was hosted by human resources was a time for staff to intentionally de-compress and learn relaxation and stress relief techniques and resources. A group 30-minute walk is planned for later this month.

We continue to issue reimbursements to employees through the wellness benefit which rewards and encourages healthy living (physical, financial and lifestyle wellness). Budgeted wellness dollars reimburse employees for approved expenses in these categories. They can each claim up to \$600 of reimbursement during the benefit/fiscal year. This has been a popular benefit. Taking care of our staff benefits the Town in many ways from lower turnover, higher productivity and less missed work, as well as lower medical claims.

We are also planning a new employee resource group that would be formed to get employee feedback and ideas for wellness and appreciation needs and ideas. Representatives of each employee group would meet once a month to develop plans for both wellness and appreciation and how best to communicate and involve all staff. Various staff have shown interest in different wellness initiatives, so this group will focus on finding out what is top priority for our staff.

## **Employee Newsletter**

Our employee newsletter is now digital, published monthly and packed with information about upcoming changes, events, programs, benefits, and employee recognition. It has turned out to be a source of employee feedback via short pulse surveys. Communication and H.R. partnered to make this happen.

Group photo at the NC Safety Awards banquet:

