Human Resources Committee Meeting

May 17, 2021 at 5:00 p.m.

Zoom Link: https://fresnoeoc.zoom.us/j/84593413759
Meeting ID: 845 9341 3759
1-669-900-6833
1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF FEBRUARY 16, 2021 MINUTES
   A. February 16, 2021 HR Committee Meeting Minutes
      Approve

4. HR METRICS
   A. HR Metrics
      Information

5. LEGAL SUMMARY
   A. Legal Summary

6. OTHER BUSINESS
   Next scheduled meeting Monday, August 16, 2021

7. PUBLIC COMMENTS
   (This portion of the meeting is reserved for persons wishing to address the
   Committee on items within jurisdiction but not on the agenda. Comments
   are limited to three minutes).

8. ADJOURNMENT
HUMAN RESOURCES COMMITTEE MEETING
February 16, 2021
5:00 PM

MINUTES

1. CALL TO ORDER
Committee Chair, Barigye McCoy, called the meeting to order at 5:02 p.m.

2. ROLL CALL
Roll was called and a quorum was established.

Present: Barigye McCoy (Chair), Jimi Rodgers, Maiyer Vang, Daniel Martinez, Linda Hayes

Absent: None.

Others Present: Michael Garcia, Vanessa Schneider, Heather Brown, Antonio Aguilar, Karina Perez, Emilia Reyes, Melissa Soto, Erika Pacheco Cortes, Michelle Tutunjian, Elizabeth Jonasson, Jennifer Tierce

3. APPROVAL OF PREVIOUS MINUTES
November 16, 2020 Meeting Minutes

Public Comment: None heard.

Motion by: Jimi Rodgers Second by: Daniel Martinez to approve the November 16, 2020 meeting minutes.
Ayes: McCoy, Rodgers, Vang, Martinez and Hayes
Nayes: None.

4. HR METRICS
A. 2020 Human Resources Annual Report

HRIS Manager, Vanessa Schneider, reviewed the Human Resources Annual Report. Categories reported include Employee Relations and Engagement, Talent, Compensation and Benefits, Safety and Workers’ Compensation, and Training and Development.

Vang appreciated the information presented in an effective manner and requested this Report be included in the Board Packet for all commissioners to see.

Public comment: None heard.

5. COMPENSATION PHILOSOPHY GOALS
A. Compensation Philosophy Goals
Garcia presented the agenda item for board member review. Vang commented that she liked goal #1 of “ensure and maintain pay equity”.

Public comment: None heard.

6. **2020 LEGAL SUMMARY**  
   Garcia presented the legal report. There is only one active legal case, and the remaining items listed are litigated Workers’ Compensation cases.

   Public comment: None heard.

7. **OTHER BUSINESS**  
The next scheduled meeting is Monday, May 16, 2021 at 5pm.

8. **PUBLIC COMMENTS**  
   None heard.

9. **ADJOURNMENT**  
The meeting adjourned at 5:18 p.m.

   Respectfully submitted,

   Barigye McCoy  
   Chair
HUMAN RESOURCES COMMITTEE MEETING

<table>
<thead>
<tr>
<th>Date:</th>
<th>May 17, 2021</th>
<th>Program:</th>
<th>Human Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agenda Item #:</td>
<td>4</td>
<td>Director:</td>
<td>N/A</td>
</tr>
<tr>
<td>Subject:</td>
<td>HR Metrics</td>
<td>Officer:</td>
<td>Michael Garcia</td>
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Background

The following information is intended to provide the HR Committee a high-level snapshot of Human Resources quarterly activity. The information is broken down into the six strategic goal areas that the program has identified:

- Talent
- Compensation & Benefits
- Safety & Worker’s Compensation
- Systems & Data
- Employee Relations & Engagement
- Training & Development

This scorecard is meant to be a versatile tool that can adapt to present pertinent information to the HR Committee each quarter.
Developed and implemented electronic possible COVID exposure tool for supervisors to report to HR to coordinate response and streamline mandated state reporting.

### What's Trending in HR?

#### Talent
- 78 Recruitment Hires
- **50 Separations**
  - 22 Accept another job
  - 1 At will
  - 2 Attend school
  - 1 Death
  - 3 End temp assignment
  - 1 Health reasons
  - 3 Moved out of town
  - 3 No notice or reason
  - 9 Personal reasons
  - 1 Reduction in force/layoff
  - 4 Retirement
- **Net Gain/Loss**
  - +28 staff

#### Compensation & Benefits
- **86.5%** of Benefit Eligible Staff have enrolled in **Medical** benefits
- **83.6%** of Benefit Eligible Staff have enrolled in **Dental** benefits

National enrollment average of benefit eligible employees is **78%**

#### Systems & Data
- Developed and implemented electronic possible COVID exposure tool for supervisors to report to HR to coordinate response and streamline mandated state reporting.

#### Safety & Worker's Compensation
- **4 Injuries** requiring medical treatment
  - 3 Slip/trip/fall
  - 1 Repetitive motion
- **4 Preventable**
  - Injury Type
    - Fracture
    - Contusion
    - Strain
    - Pain/Soreness

#### Training & Development
- **24 Trainings conducted**
- 377 total participants
- 1064 training hours earned

#### Employee Relations & Engagement
- **14 staff terminated within first year of employment**

#### Turnover Tracker

<table>
<thead>
<tr>
<th>Year</th>
<th>Fresno EOC</th>
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<tbody>
<tr>
<td>Q1–2019</td>
<td>3.20%</td>
</tr>
<tr>
<td>Q1–2020</td>
<td><strong>4.38%</strong></td>
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</tbody>
</table>

**Most Popular:** Conflict Resolution

Average Training Rating: **4.2/5.0**

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1 Time to fill—posting date to hire date
2 Time to hire—date applied to hire date
Background

The following information has been prepared for the Human Resources Committee to provide a verbal overview of litigated cases against the Agency for Quarter 1 2021.

The information is broken down into two categories:

- Open/pending cases - DFEH, EEOC Other
- Workers Compensation cases