Human Resources Committee Meeting

March 6, 2023 at 5:00 p.m.

Fresno EOC Board Room
1920 Mariposa Street, Suite 310
Fresno, CA, 93721

Zoom Link: https://fresnoeoc.zoom.us/meeting/register/tZYof--oqD8oE9RDfhOfjeU0KYLUcmPYuYE_
HUMAN RESOURCES COMMITTEE MEETING AGENDA

MARCH 6, 2023 AT 5:00 PM

1. CALL TO ORDER

2. ROLL CALL

   A. Monthly Attendance Record

3. APPROVAL OF SEPTEMBER 12, 2022 MINUTES

   A. September 12, 2022 Human Resources Meeting Minutes

4. HR SCORECARD

   A. HR Scorecard – Q4 2022

5. RETIREMENT PLAN REPORTING

   A. Retirement Plan Reporting

6. OTHER BUSINESS

   The next meeting is scheduled on Monday, June 5, 2023 at 5:00 p.m.

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
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Barigye McCoy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0/11</td>
</tr>
<tr>
<td>Sherry Neil</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0/11</td>
</tr>
<tr>
<td>Jimi Rodgers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0/11</td>
</tr>
<tr>
<td>Alysia Bonner</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0/11</td>
</tr>
<tr>
<td>Earl Brown</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0/11</td>
</tr>
</tbody>
</table>

O-Present  X-Absent

Cancelled
1. **CALL TO ORDER**
   Committee Chair, Barigye McCoy, called the meeting at 5:02PM

2. **ROLL CALL**
   Roll was called and a quorum was established.
   - **Commissioners**
     Barigye McCoy, Jimi Rodgers, Robert Pimentel
   - **Present:**
   - **Commissioners Absent:**
     Jewel Hurtado, Rueben Zarate
   - **Staff Present:**
     Emilia Reyes, Jim Rodriguez, Guadalupe Zuniga, Erica Reyes, Rebecca Keene

3. **APPROVAL OF PREVIOUS MINUTES**
   August 15, 2022 Meeting Minutes
   - **Public Comment:** None heard
   - **Motion by:** Rodgers  
   - **Second By:** McCoy
   - **Ayes:** All in favor.
   - **Nayes:** None heard

4. **2023 Health Plan Rates**
   A. 2023 Health Plan
   Erica Reyes, Human Resources Manager, presented on the proposed changes and anticipated costs for the 2023 Health Plan with no change in dental rates or Employee Traditional PPO. High Deductible Health Plan rates will increase.
   - **Public Comment:** None heard
   - **Motion By:** Rodgers  
   - **Second By:** McCoy
   - **Ayes:** All in favor.
   - **Nayes:** None heard

5. **Wellness Plan**
   A. Halcyon Health and Wellness
Erica Reyes, Human Resources Manager, presented on the recommended approval for the Halcyon Health & Wellness Plan’s annual estimated cost based on the enrollment rate per employee.

Public Comment: None heard

**Motion By:** Pimentel **Second By:** McCoy, Rodgers  
**Ayes:** All in favor.  
**Nayes:** None heard

6. **OTHER BUSINESS**  
   Next meeting scheduled for November 21, 2022  
   
No action required.

7. **PUBLIC COMMENTS**  
   Public comment: None heard  
   
No action required.

8. **ADJOURNMENT**  
   The meeting was adjourned at 5:31 PM  
   
Respectfully submitted,

Barigye McCoy  
Committee Chair
HUMAN RESOURCES COMMITTEE MEETING

Date: March 6, 2023
Program: Human Resources

Agenda Item #: 4
HR Manager: Jennifer Tierce

Subject: HR Scorecard – Q4 2022
Officer: Emilia Reyes

Background

The following information is intended to provide the Committee a high-level snapshot of Human Resources 2022 4th quarter activity. The information is broken down into the six strategic goal areas that the program has identified:

- Talent Acquisition
- New Hire Survey Highlights
- Separations & Turnover
- Employee Overview
- Benefits
- Safety & Worker's Compensation

This scorecard is meant to be a versatile tool that can adapt to present pertinent information to the HR Committee each quarter.
**Talent Acquisition**
- 39 Recruitment Hires
- 14 Agency Promotions

**Separations and Turnover**
- 13 staff separated within first year
  - 32 Separations
  - 10 Accept Another Job
    - 5 At Will
    - 1 Attend School
    - 3 Death
    - 3 Health Reasons
    - 7 Personal Reasons
    - 3 Retirement

**Net Gain:** 7 staff

**Turnover Tracker**

<table>
<thead>
<tr>
<th>Year</th>
<th>Fresno EOC</th>
<th>National Average ³</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q4–2021</td>
<td>7.90%</td>
<td>4.46%</td>
</tr>
<tr>
<td>Q4–2022</td>
<td>3.15%</td>
<td>4.17%</td>
</tr>
</tbody>
</table>

**Employee Overview**
*As of December 31, 2022*

- Fresno EOC had 1035 employees
- Employees had an average of **9.6** years of service (vs. 3.7 years national average) ³
- 17.9% of employees have 20 or more years of service with Fresno EOC.

**Causes for Injuries requiring Medical Treatment:**

<table>
<thead>
<tr>
<th>#</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Lack of Situational Awareness</td>
</tr>
<tr>
<td>2</td>
<td>Slip/Trip/Fall</td>
</tr>
</tbody>
</table>

**Safety & Worker’s Compensation**

- **13 Injuries**
  - 6 required medical treatment
  - 7 required first aid only

**Benefits**

<table>
<thead>
<tr>
<th>Benefit Eligible Enrollment Statistics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fresno EOC</td>
</tr>
<tr>
<td>-------------</td>
</tr>
<tr>
<td>Medical</td>
</tr>
<tr>
<td>Dental</td>
</tr>
</tbody>
</table>

**New Hire Survey Highlights**

- 6 Responses
  - Did New Hire Orientation (NHO) meet your expectations? **Yes—100%**
  - Did you have to contact HR after NHO for clarification? **Yes—50%**

**Job Fair(s) Attended:** 2

**Job Fair(s) Hosted:** 1

- Head Start—Saturday, November 5, 2022
  - 62 Attendees
  - 25 Contingent Job Offers Made
  - 11 Hires, 3 Internal Promotions

**Staff Recognized for Years of Service Milestones**

<table>
<thead>
<tr>
<th>Years Achieved</th>
<th># of Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>9</td>
</tr>
<tr>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>20</td>
<td>2</td>
</tr>
</tbody>
</table>

**92.8%** of Fresno EOC jobs are benefit eligible.

**97%** of Fresno EOC employees are fully vaccinated against COVID-19.

---

¹ Time to fill—posting date to hire date
² Time to hire—date applied to hire date
³ Bureau of Labor Statistics data for Private Industry employers
⁴ Data from March 2021 BLS Survey (last data available).
PENSION COMMITTEE MEETING

Date: March 6, 2023

Program: Retirement Benefits

Agenda Item #: 5

Trustee/ Officer: Emilia Reyes

Subject: Retirement Plan Reporting

Trustee/ Officer:

Background

Fresno EOC receives various quarterly reports from our record-keeper Transamerica, and from our investment advisors Lloyd Engleman and Fred Hamsayeh. It is our desire to provide the committee members with reporting relevant to the duties and goals of the committee. Many types of reports are available including:

- Plan financial summary
- Participant enrollments
- Loans outstanding (403b only)
- Contribution rate history
- Investment choices available
- Tables/graphs of participant counts by age or balance
- Investment rates of return