



HR DIRECTOR REPORT

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Classification and Compensation Study

The HR Director and City Administrator are reviewing the initial Position Classification Evaluation Workbook with the preliminary analysis. We are reviewing the draft data and are providing feedback for FH's consideration.

We are expecting to receive the initial Market Study Workbook from Flaherty & Hood at any time. Our plan is to present recommendations to the Council hopefully in mid-June.

Joint City Council/BPU Commission Meeting

The City Council and BPU Commission had planned to hold a joint meeting on June 26th to discuss several topics including the reorganization of the BPU Department. At this time, it sounds like that meeting may be postponed.

To provide an update, since his appointment to the Public Utilities Director position effective May 2nd, Director Wicklund has provided insight for his ideas to accomplish a reorganization. We are discussing those options with Flaherty & Hood so his recommendations can be incorporated into the Classification and Compensation Study recommendations. We also believe that the BPU Commission should be aware and make a recommendation on this proposed reorganization before it is considered by Council.

Wellness Committee

The Wellness Committee organized a Lunch 'N Learn on May 24th. With May being Mental Health Awareness month, the topic for the Lunch 'N Learn was mental-health related.

Personnel

New Hires/Promotions for City/BPU/HRA:

- John Davis - Police Chief (6/3)
- Anthony Runde - Deputy Police Chief (6/3)
- Jason Gage - BPU Laborer (6/12)
- Coleman Hayes - Maintenance III-Mechanic (6/12)
- Numerous temporary/seasonal employees

Farewell to:

- Cari LaRose - Admin Specialist-Public Works (5/19)
- Randy Villnow - Custodian/Groundskeeper (6/8)
- Mike Bestul - Police Chief (6/16)
- Diane Mahady - Hydro Operator (6/30)
- Mark Levig - Hydro Lead/Relief Operator (6/30)

Current Job Opportunities:

Full-time

- Administrative Specialist - Pubic Works Dept.
We received 24 applicants. Interviews will be held the first week in June.
- Police Officer - Two conditional job offers were given and accepted. Both candidates are now going through the pre-employment process. Staff will ask Council to officially ratify their hiring when the pre-employment process is completed.
- Paid-on-Call Firefighter - Going through the interview process.

Part-time/Internships/Seasonal Positions:

- Public Works Intern
- BPU Seasonal Laborer
- BPU Wastewater Intern
- Concession Worker
- Umpire - Adult Softball
- Weekend Ball Field Maintenance

There are currently 12 City/HRA/Airport employees with Family & Medical Leave Act (FMLA) issues. 7 of those cases are for intermittent leave when

Juneteenth Holiday and new MN Laws

It's official – Juneteenth will be a state holiday in 2023. The law was originally supposed to go into effect on August 1, 2023, but a provision to amend the effective date of the new law was adopted and signed by the Governor. We are working with our Attorney to determine what the next steps are for the City of Brainerd. We will provide an update when more information is determined.

Staff will be participating in a LMC Webinar on June 1st to learn about this and many new laws recently passed by the MN Legislature with employment consequences.