



Town of East Hartford

2017 – 2018

Human Resources

FY 2017 Budget Savings

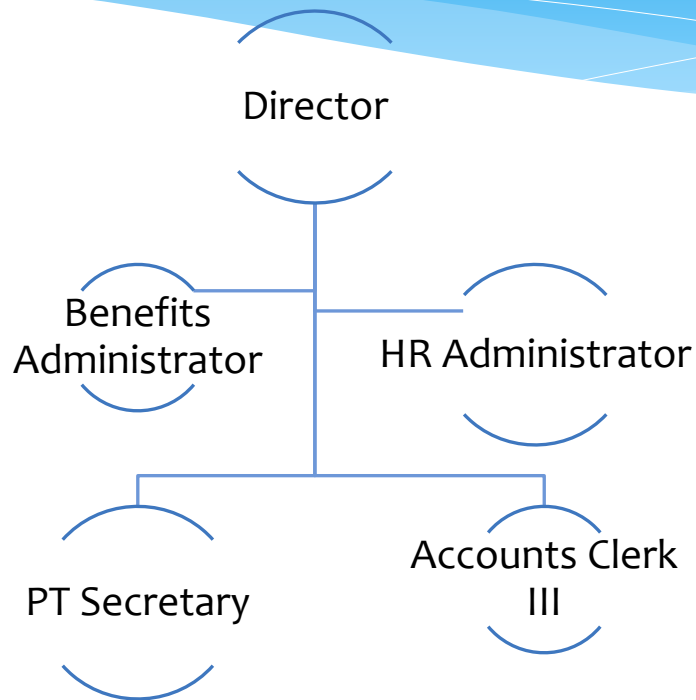
Target \$30,000

Below are contract savings achieved:

- OPEB – change to 1% of base pay, increases annual contribution to Town by **\$3,200**
- Deductibles – increase to \$2000/\$4000, plan year savings **\$20,500**
- Town HSA seed – decrease to 25%, savings **\$10,250**



Human Resources





Mission Statement

The mission of the Human Resources Department is to provide quality human resources management, training and labor relation services to all Town departments in order to provide a productive and responsive workforce to meet the needs of the community and Town employees.



Department Priorities

- Labor Relations
- Recruitment & Testing
- Employee Benefits Administration



Director's Duties

- Oversee department operations
- Assist attorneys in contract negotiations
- Handle grievances and employee personnel matters



HR Administrator's Duties

- Recruitment
- Testing
- Job classification administration



Benefits Administrator Duties

- New hire orientations and exit interviews
- Pension calculations – Town and BOE
- Support contract negotiations and administer changes



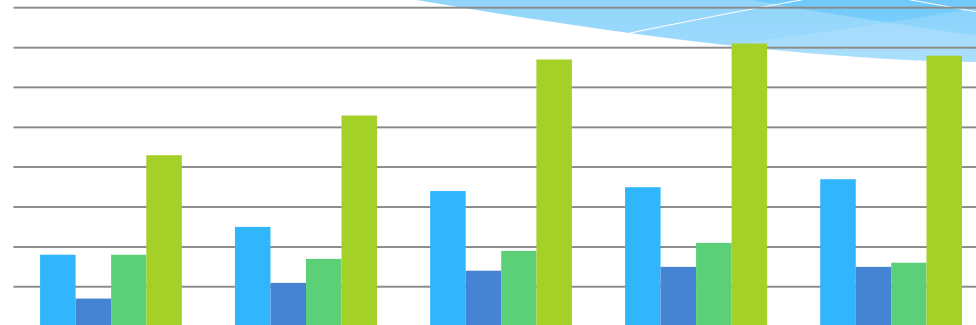
Achievements in FY 2017

- Negotiated successor contracts for Teamsters and #818 Supervisors. Assisted with Fire pension and contract arbitrations. Handled 19 grievances
- Recruited police officers, 911 dispatchers and supervisors, Asst. Public Works Director and Asst. Park & Rec Director
- Promotions – Fire Marshall, Chief Medical Officer, Lieutenant, Captain, Emergency Manager, Chief Training officer, Pumper Driver/Operator; Police Detective, Lieutenant and Sergeant

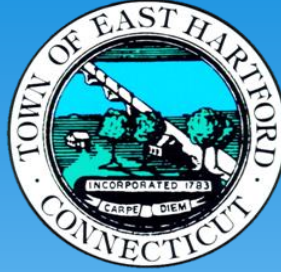
Trend of Activity

5 year trend

Human Resources



	FY 12	FY 13	FY 14	FY 15	FY 16
Hires	18	25	34	35	37
Resignations	7	11	14	15	15
Retirements	18	17	19	21	16
Total Activity	43	53	67	71	68



Human Resources

GOALS for 2017 – 2018



Labor Relations

- Negotiate successor contracts for EHPOA, AFSCME Local #1174 and CSEA Local 2001
- Complete assisting Town attorneys with the Fire successor collective bargaining contract process.



Recruitment

- Complete promotional testing processes in the Police & Fire Departments
- Complete police officer recruitment process to address department attrition
- Complete firefighter/paramedic recruitment process to address attrition



Benefits Administration

- Administer medical, prescription, dental, life and voluntary benefits to employees, retirees & dependents
- Administer Defined Benefit and Defined Contribution plans to all Town and BOE employees
- Affordable Care Act – ensure compliance with the ACA reporting requirements

2017-2018 Budget Increase

- * Addition of one position – Accounts Clerk III
- * Zero increase to all other budget line items