

Item 23-0335: Recruitment Status Report through 4/6/23

Human Resources & Information Technology Committee

Wed, Apr 12, 2023 6:30PM

Aldersperson Denise Fenton (District 6) 09:24

Okay, let me make sure I am in the right place. Thank you. Okay, so we will move on to information items. And our one information item is 23-0335 the recruitment status report. Anything you'd like to add on that Director Ratchman?

Director Jay Ratchman (HR) 09:42

Just two highlights if I could. So, the first one is the HVAC technician position. At the last committee meeting, I was really excited to report that the camp—campaign that we ran, which was to offer a sign on bonus and then a referral bonus, brought in a candidate that the Department was really excited about. We got to the end of that hiring process and the candidate did withdraw, so we're very disappointed. It was not about compensation, so not about money or benefits. It was really about finding a position that was closer to home.

Director Jay Ratchman (HR) 10:16

And so, working with that department, they had asked, since we had some success that we run that campaign again, repost the position. It is, it is possible that we'll extend that application deadline beyond April 23. If we're unsuccessful at that point, we have shared with that department that we probably really need to step back and rethink how we're doing this, because it's been out there a few times without a lot of success, actually, without a lot of candidates, so. But we're gonna give it another try.

Director Jay Ratchman (HR) 10:48

The other position that I want to talk about because I know, Aldersperson Croatt, you brought up the bus driver. And I wanted to share a little bit more about what's really going on behind the scenes for that position, because when you look at the recruitment status report, it looks like we've had eight openings pretty much it seems like forever. But back in 2022, we introduced a sign on bonus for the bus driver position, and that was for any driver who had the CDL with the passenger endorsement. And since August of 2022, we've hired eight drivers who are qualified.

Director Jay Ratchman (HR) 11:24

Our transit general manager, he describes the program as very successful in that we've made a lot of quality hires. Unfortunately, we've also lost some employees. So, we've lost employees who have left the organization. But we've also had two employees who moved out of the full-time driver into different roles. And that would not be reflected in the recruitment status report. We had one driver who was no longer qualified to be a driver. And for personal reasons, they chose to transfer into another position at Valley Transit. So, we got to retain our employee and also a really hard to fill role. So that that's a success even though the number of drivers went up.

Director Jay Ratchman (HR) 12:07

We also had a longtime full-time driver who chose to go part time. And that too, is not reflected in the recruitment status report. That part time pool of drivers is really, really important to transit because they're able to fill in the schedule, when we don't have a full-time driver to do so.

Director Jay Ratchman (HR) 12:25

Also, over the last, I'd say probably like year and a half, transit—they've looked at their peak hours and how they staff that and they've made some changes, and they're hoping that will be on a temporary basis. But basically, what they were able to do was reduced about 100 hours of staffing per week. So that's really about two to three positions that if you look at the eight, that kind of puts that number back down into like the five or six, with the idea that at some point, they'll get back to that peak staffing. They're looking into a new software program that will help them look at their route assignments. And part of that is about retention, about having more friendly assignments for our drivers that give them really, I would say breaks because some of them are actually not taking breaks right now. And that can be a long day of driving. So, in the past, that's been done manually. So, it wasn't easy just to go in, look at their routes and make changes. So that's something they're doing that's a little bit different.

Director Jay Ratchman (HR) 13:24

And then we also talked about, in 2022, Safety and Compliance Specialist. That was a new position. And that position focused a lot—will focus or is—on safety and compliance but also doing some training of employees who don't have their CDL. That employee started in November, and they're doing really well. That program is still coming, that is still the vision to be able to hire drivers who don't have a CDL, train them up, and then obviously get them on the road. But there's two parts to that. One is classroom, which I don't have the exact number, but I want to say it's like 100 hours, and then also actually being in a vehicle and getting that experience. So, there's a lot more going on than is reflected in the recruitment status report. And I didn't I didn't share that last time. So, I felt it was important to circle back on it.

Aldersperson Denise Fenton (District 6) 14:17

Thank you. I'm going to ask one question before I forget.

Aldersperson Kristin Alfheim (District 11) 14:21

That's fine.

Aldersperson Denise Fenton (District 6) 14:21

If that's okay. The fact that it's 80 degrees outside of course always brings me to our seasonal employees. How are we looking getting running there? I saw some—I saw a scary post from the city of Green Bay about what they're paying seasonal employees.

Director Jay Ratchman (HR) 14:40

So, when you look at what other municipalities are doing, we're actually right in line, and that's because of that compensation study. That was really important. The update from Director Gazza when he and I spoke about this is staffing is going really well. We're always gonna—

Aldersperson Sheri Hartzheim (District 13) 14:56

Director Gazza said the same at Parks and Rec.

Aldersperson Denise Fenton (District 6) 14:58

Okay.

Director Jay Ratchman (HR) 14:58

Excellent. Excellent. And I will share there is another municipality that does not use our compensation consultant but somehow their plan now reflects exactly what ours does. It is working.

Alderson Denise Fenton (District 6) 15:14

Okay. Great. All right. Thank you for that. Sorry to bring that up. But the hot weather reminded me. And Alder Hartzheim, you've had a question.

Alderson Sheri Hartzheim (District 13) 15:22

Yes. Two questions, actually. If I may directly address the director? Are we looking for an arborist because we promoted up to our city—what's the tree manager? Forester. Thank you.

Director Jay Ratchman (HR) 15:41

We are not. We are looking for an arborist because we had an employee who left.

Alderson Sheri Hartzheim (District 13) 15:46

Okay. So, what happened with the city forester's retirement?

Director Jay Ratchman (HR) 15:50

So, we—basically we have an operation—it's called an Operation Supervisor position. And one focuses more like on safety. Another focuses on the forestry side. So, the—we have a retirement of our forester, right? So, the operations supervisor who focused on safety, this is their dream job. They are going to be moving into that role.

Alderson Sheri Hartzheim (District 13) 16:14

Good. That's fabulous.

Director Jay Ratchman (HR) 16:16

They've been waiting patiently.

Alderson Sheri Hartzheim (District 13) 16:17

Excellent. Good. All right. And then the other question I had is in regards to the HVAC building inspector. What does—do what we have for applications look good? I know we've been trying to fill that position. And that's a little bit more technical.

Director Jay Ratchman (HR) 16:33

So, we have an interview coming up on April 13, and the candidate looks really favorable. We don't have a large pool for that position.

Alderson Sheri Hartzheim (District 13) 16:41

Excellent. Thank you.

Alderson Denise Fenton (District 6) 16:42

Any other questions, comments? Okay, so we have no more action items. [Note: when she said "action items" she meant "information items".]