

Human Resources

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The Human Resources Department's three dedicated staff and Safety Coordinator provide personnel services to all Mishawaka Civil City and Utility Departments. Services offered include recruiting and hiring, staff development, benefits management and education, policy development, and safety education and training.

A major change occurred in 2014 in our health and wellness benefits coverage and delivery. In 2014 the City became self-insured, saving the City an estimated \$2,000,000 in claim costs for the year. We

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are pleased that our employees' interest in preventive health continues to increase. We are also preparing to open an employee worksite health clinic in June, 2015, to offer a more cost effective alternative for non-life threatening and preventive medical care.

The 2014 Health and Wellness Event resulted in 180 employees and spouses receiving free flu shots. A total of 192 employees participated. This represents an increase in participation of 41% since 2010.

Workforce

In 2014, Human Resources received 575 applications for employment and hired 30, including 6 Fire Department and 2 Police Department employees bringing the total workforce to 499. Seasonal employment increased the total by 120 for the summer and winter seasons in our Park and Central Services departments. The workforce was reduced by 27 separations including 17 retirees (who averaged 30 years of service each) translating to a total loss of 387 years of service to the City.

Safety Department

Over the years, employee safety has become an increasingly important priority for the City of Mishawaka. Through continued awareness and education, we have strived to maintain a safe working environment free of recognized occupational hazards. While we have experienced a steady downward trend in injury frequency for six straight years, the highlight of 2014 was that the severity of injuries was reduced. The City was the recipient of a regional Award for Excellence in employee safety by our worker's compensation insurance provider. The loss ratio for our policy year was recorded at 12.7%, which was the lowest percentage since this statistic began many years ago. While each department has contributed to this achievement, several milestones were recently noted. It has been 12 years since the Utilities Business Office experienced a lost-time work injury. Additionally it has been over 6 years since anyone at the Wastewater Division or City Hall has missed any time due to a work-related injury.