
HUMAN RESOURCES DEPARTMENT

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- Advertisement and Recruitment
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 - New Hire Paperwork and orientation
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 - Benefits/Wellness/Retirement
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 - Salary Surveys
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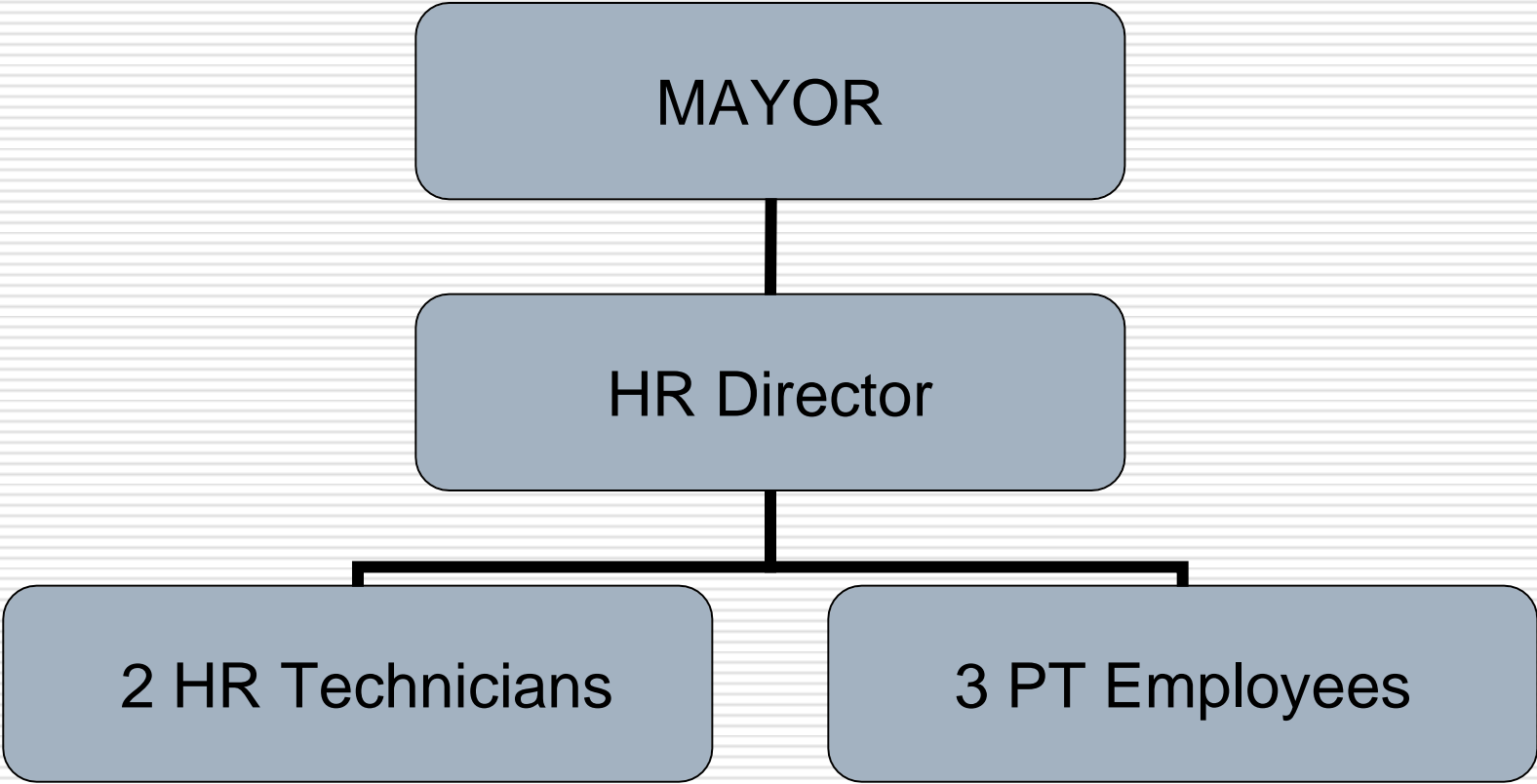
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 - Workers Compensation and Safety
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HUMAN RESOURCES DEPT



Workers Comp & Safety

Workers Comp & Safety

- Fort Smith
 - North Little Rock
 - Conway – Part time
 - ASU
 - Nestle
 - Post
 - Hytrol
 - Thomas & Betts
 - CWL
-

Workers Comp Report Card 07

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76 treatable Injuries

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- 76 treatable Injuries
 - Cost \$120,400
-

Workers Comp Report Card 07

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 - Cost \$120,400
 - 27 open claims will incur cost in 08
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Workers Comp Report Card 07

- ❑ 76 treatable Injuries
 - ❑ Cost \$120,400
 - ❑ 27 open claims will incur cost in 08
 - ❑ Place under Rule 32
-

Rule 32

What does this mean?

Rule 32

- Workers Comp Commission
Health and Safety Division
-

Rule 32

- Workers Comp Commission
 - Mandatory – must comply
-

Rule 32

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 - Hazardous Index higher than national average for like employer
-

Rule 32

- ❑ Workers Comp Commission
 - ❑ Mandatory – must comply
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 - ❑ H.I. over 1.0 placed under Rule
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Rule 32

- ❑ Workers Comp Commission
 - ❑ Mandatory – must comply
 - ❑ Hazardous Index higher than national average for like employer
 - ❑ H.I. over 1.0 placed under Rule
 - ❑ Our H.I. 2.23
-

Rule 32

- ❑ Workers Comp Commission
 - ❑ Mandatory – must comply
 - ❑ Hazardous Index higher than national average for like employer
 - ❑ H.I. over 1.0 placed under Rule
 - ❑ Our H.I. 2.23
 - ❑ 2nd time in 6 years
-

Rule 32

- Inspection by Municipal League
-

Rule 32

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 - Submit written report to WCC
-

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- Inspection by Municipal League
 - Submit written report to WCC
 - Implement Safety Program
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Rule 32

- Inspection by Municipal League
 - Submit written report to WCC
 - Implement Safety Program
 - On-site review by WCC by 8/08
-

HUMAN RESOURCES DEPT

Human Resources Audit

- Seven recommendations
- Five have been accomplished
- Two outstanding

Absence Mgmt

Annual Evaluation Process

HUMAN RESOURCES TECHS

- Request upgrade of HR Technicians to HR Technicians/Safety Coordinator
 - One from grade 12 step 3 to grade 16 step 3
 - \$28,571.51 to \$34,811.62 = \$6240.11

 - One from grade 12 step 4 to grade 16 step 4
 - \$29,285.81 to \$35,681.91 = 6396.10
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HUMAN RESOURCES TECHS

Additional Duties if upgraded

- oversee safety committees operations
 - develops safety policies and procedures.
 - conducts new employee safety and training orientation.
 - conducts or coordinates regular and required employee and supervisor safety training classes.
 - provides other training as necessary or directed.
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HUMAN RESOURCES TECHS

□ Qualifications

They have received training in Workers Compensation and Safety from Municipal Leave

Both scheduled to attend 2 day training this spring

Both are knowledgeable in Human Resources Areas and have attended trainings in the last year
