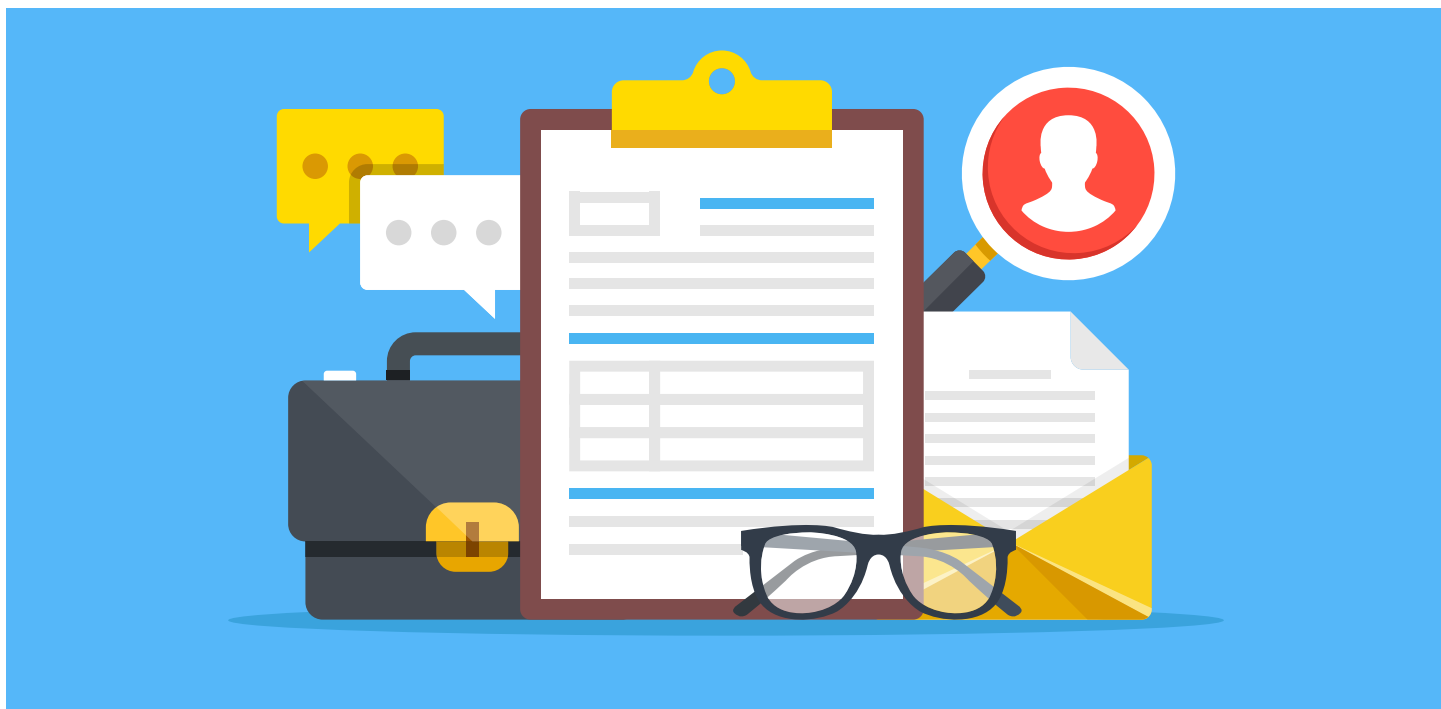


Office of Human Resources



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Office of Human Resources



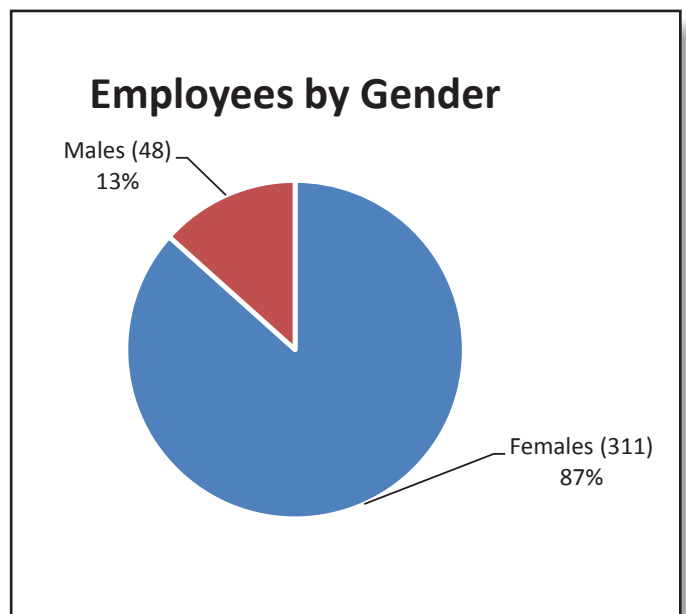
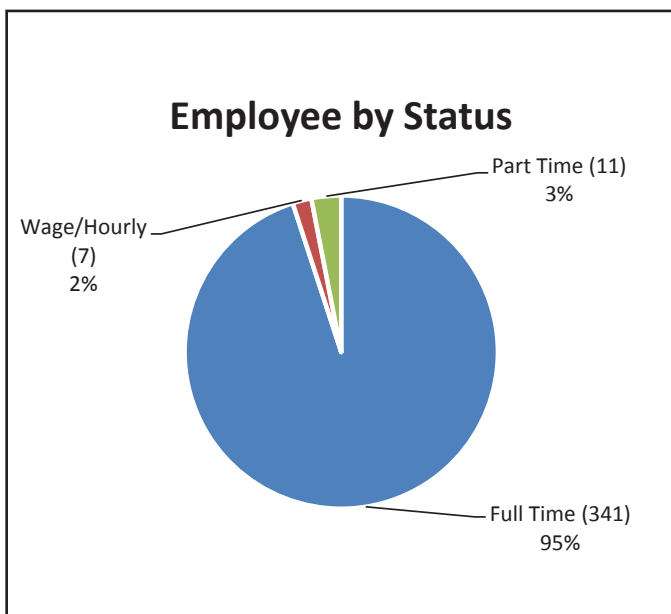
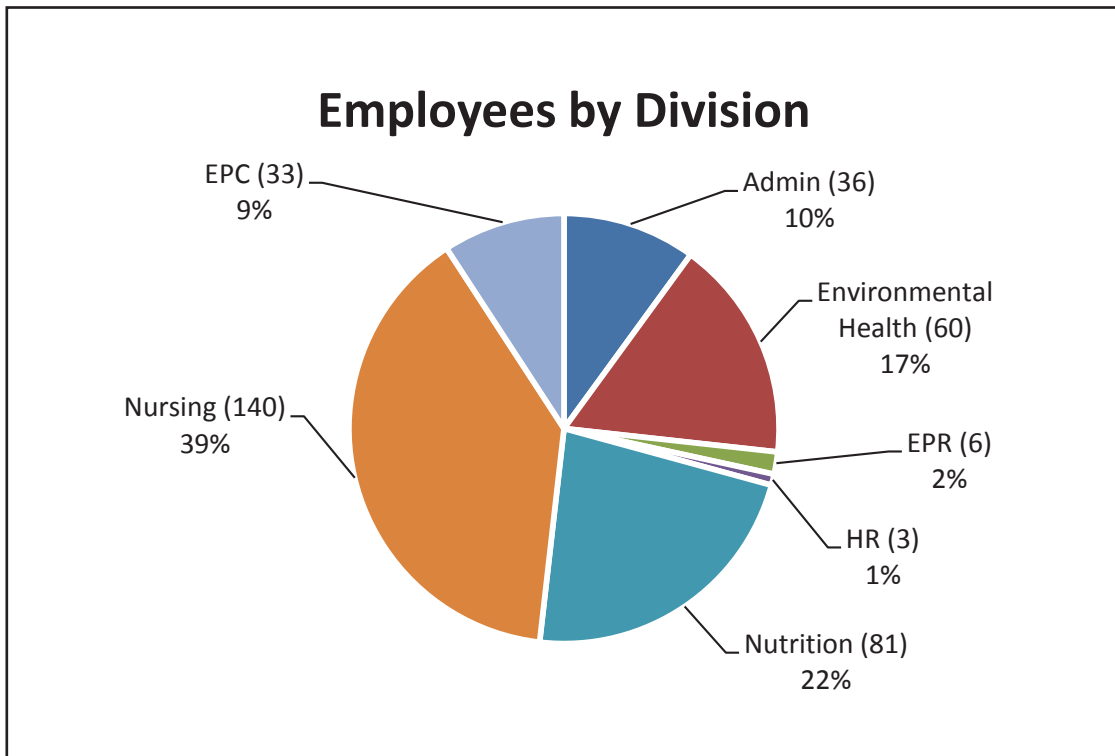
Tri-County Health Department's Office of Human Resources oversees a wide range of services including recruitment and selection, on-boarding of new employees, compensation, benefit administration, workforce development, performance management, workers compensation and employee relations.

The Human Resource staff supports employees by assuring confidentiality, honesty and objectivity. HR employees strive to be proactive, responsive and a knowledgeable sounding board to all who seek assistance.

2016 HR Highlights:

- **Workforce Development Plan finalized**
- **New Employee Guidelines/Handbook**
- **New Compassionate Leave Policy**
- **On-line enrollment for FSA and Annual Benefits**
- **Standardized Multiple HR Processes**
- **New HR staff – new ideas**

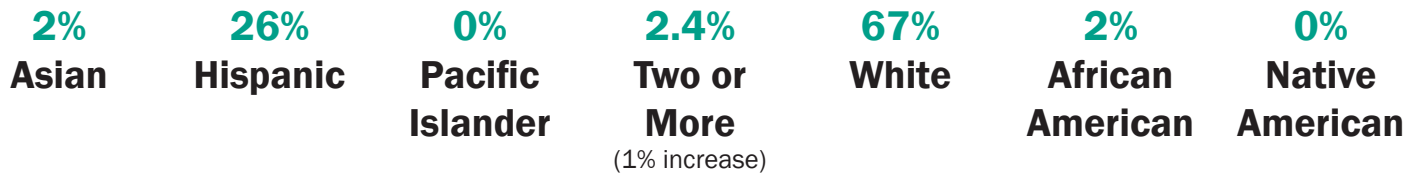
Average Number of Employees 2016: 359



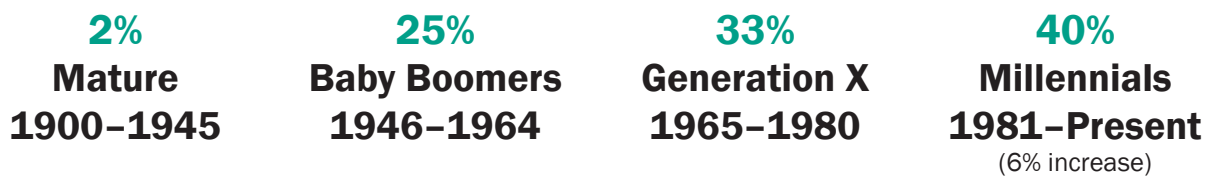


**WE ACKNOWLEDGE,
RESPECT, AND CELEBRATE
OUR DIFFERENCES!**

TCHD Employees by Ethnicity:



TCHD Employees by Generation:



Tuition Reimbursement and Retirement



Employees made the following contributions to retirement plans in 2016:

PERA	\$1,493,882
PERA 401K 5D	\$604,507
PERA 457 5D	\$64,825
PERA ROTH 401K 5D	\$156,032
PERA ROTH 457 5D	\$39,502



We recorded tuition payments in 2016 of \$24,481 an increase \$6,500 from 2015

Turnover



Turnover

2011	- 14.0%
2012	- 19.5%
2013	- 13.5%
2014	- 13.0%
2015	- 19.0%
2016	- 16.0%
2017	- Trending 13.0%

Retired	- 4
New Hires	- 50
Promotions	- 27

Benefits

TCHD was proud to continue offering a comprehensive benefit package for our employees and their eligible dependents again in 2016. We continued to offer very reasonable medical premiums and provided employer fully paid long term care, short-term and long-term disability insurance, life insurance, and vision insurance (VSP when enrolled in Cigna). We continue to offer a robust Employee Assistance Program and Worksite Wellness Program at no cost to our employees to support them in all they do.

TCHD employees walk their talk when it comes to preventative health care:

- Of the 82% of employees in 2016 who receive benefits through TCHD Cigna, over 40% of that population actively engaged in health improvement programs which increased approximately 7% from 2015. Our employee participation is 31% above the norm.
- Breast cancer, cervical cancer, preventive care visits and colon cancer participant screenings are on average 10% above the norm for other workplaces.

Workforce Development Plan:

In 2016 a Workforce Development Plan was developed to lay out a comprehensive strategy toward Agency quality improvement. Gaps in knowledge, skills and abilities through assessment and addressing those gaps through targeted training and development opportunities were outlined. The Workforce Development Plan serves as the foundation of the ongoing commitment of TCHD to support our workforce success. The work of implementation of the Plan has begun and will continue in the upcoming years.

Compassionate Leave:

In 2016 we developed a pilot program to provide a means for employees to anonymously donate earned leave time to fellow employees who are out of leave time due to a personal medical crisis. We received 200 hours of donated leave and we have distributed 97 hours of leave so far.

Workers Compensation

Worker's compensation claims were slightly higher in 2016 compared to past years. New safety training will help decrease claims for 2017.

