



HUMAN RESOURCES ANNUAL REPORT

2008



The City of
St. Joseph
Missouri

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You must contact Human Resources directly for this information.

INTRODUCTION



We have prepared this annual report to the Mayor and City Council as required by the Code of Ordinances, Section 2-1051. The following pages present a statistical perspective of the status of City employees and events that shaped our employee workforce as of December 31, 2008.

As you review the data and examine the graphic displays, there will inevitably be questions. We welcome inquiries and encourage you to contact us if you are interested in more detailed information. We will be pleased to address your inquiries, with appropriate exceptions for sensitive material.

We are proud to submit this report for your review and analysis. We strive each year to provide a report reflecting the essence of what our workforce is and the truly significant value that our employees bring to this service-oriented entity. Human Resources staff appreciates the support we receive from the City Council and from City staff.

For additional information, or if you have any questions, please contact:

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2008 Human Resources Department Staff (l-r)
Jenny Sollars, HR Technician
Julie Noel, Training Coordinator
Diana Slater, HR Director
Ed Schilling, Risk Management Coordinator
Dena McCrea, Claims Technician
Carolyn Sanders, HR Manager

HR SUMMARY



Overview

Human Resources (HR) has primary responsibility for handling, assisting and dealing with all employee related matters including workers' compensation and training (addressed in their individual sections). HR handles a variety of work products and creates and processes several different documents. This summary is drawn from source documents and other files that accrue simply as a result of the work products.

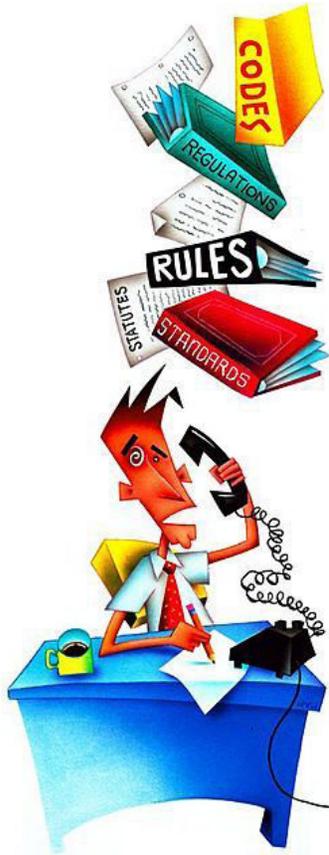
HR continues to ensure that all **employee evaluations** are completed and processed on each employee every year. Employee evaluation notifications are sent out to Department Directors at least six weeks prior to when the evaluation is due. The process does not end until the completed evaluation is returned and administratively processed. As part of the performance evaluation process, the job descriptions are reviewed and revised as needed. With assistance from the Technology and Communications Divisions, the Administrative, Crafts and Fire evaluation forms were revised. The new design with built in formulas and information boxes makes a more user-friendly electronic version. Use of the new forms started in January 2009.

Once again, the Human Resources Department, Legal Department and Finance Department completed the annual review of the **Personnel Manual**, which received approval by the City Council. Updates to the manuals were printed with the associated changes and distributed to all employees. The Personnel Manual is also accessible on our website. Our Affirmative Action Plan was also revised and updated this year. This is the first time since 1993 that the plan has been amended.

Human Resources **assists directors and supervisors** in a number of employment related issues, including: hiring, terminating, disciplining, and other personnel related matters. In 2008, Human Resources and Legal assisted Departments with 56 written disciplinary actions. The disciplinary actions ranged from written warnings to terminations.

Our health insurance plan was re-bid this year through our benefits consultants, CBIZ. A Request for Proposal was sent out on January 27, 2008. Two carriers expressed an interest in providing health insurance to City employees. The proposal from the current provider, **Blue Cross Blue Shield** (BCBS), was accepted which included a new PPO/PCA plan and a premium increase of 1.154% increase for Fiscal Year 2009. The three existing plans (2-HMO and 1-PPO) were also offered as buy-up options for employees. Those plans incurred a 14.5% increase. The BCBS plans also included a Wellness plan. As part of the Wellness plan and with the assistance of CBIZ and BCBS, an Employee Health/Benefits Fair was held at the Civic Arena in June with approximately 98% of the employees participating in the on-line Health Risk Assessment. The health screening sponsored by BCBS consists of height, weight, body mass index, blood pressure, glucose and cholesterol screening. Other employee benefit vendors participated as well, including Ameritas, EMC National Life, LAGERS, ICMA-RC, MOST/Upromise, CIGNA, Colonial, Catholic Charities and Frontline. Alice's Energy Connection, Social Security Administration, Rosenak's Optical Options, Performance Plus Rehabilitation Center, Commerce Bank, Wellness Connections and the YMCA also participated.

HR SUMMARY



Nutrition Wellness Clinics were offered again to employees in 2008. The eight week program was hosted by BCBS and covered a variety of nutrition topics as well as providing employees with useful tools and information to make healthy choices. A stress management class was also offered to City employees. This four week class provided employees with techniques and exercises to handle and avoid stress. City employees also participated in the National Walk @ Lunch Day in April. Several employees walked along the beautiful Riverfront Park in support of this event. A flu shot clinic was offered again this year. The clinic was held in October for employees and spouse/dependents on the group health plan. The offer was extended to spouse/dependents who were not members of the plan for a fee. This event provides a wonderful opportunity for employees to get immunized for the flu season.

The City received and accepted the **dental premium** renewal rate of an 11% increase with Ameritas, locked in for a period of 19 months. The acceptance of this extended period will put the dental plan on the same cycle as the health plan and coinciding with the fiscal year for easier budgeting.

City **life insurance, long term disability plan, and Employee Assistance Plan** were previously locked in with multiple year rate guarantees so no renewals or bids were necessary this year.

Our **ICMA-RC and Nationwide Frontline 457** plan representatives continue to regularly make themselves available in St. Joseph for individual meetings and group presentations with employees. Presentations and meetings are coordinated through HR.

The Human Resources department hosted a **retirement seminar** for City employees in August 2008. LAGERS (pension plan provider for General and Fire employees) and the Social Security Administration provided representatives to give presentations to interested employees. The seminar was well received by employees. We also set up a workshop for our employees on the tuition savings program available through the state. Our MOST representative conducted the presentations on the Missouri Savings for Tuition 529 Plan. This is a terrific way to save for college and get tax credits as well.

Police and fire entry level and promotional testing is handled by Human Resources. One Fire promotional test was conducted in December and eight tests were conducted in January.

Police entrance exams were conducted in February and December 2008. A physical agility test for those police candidates who had passed the written entrance exam was conducted the same day as the written exam. The entire HR staff participates in the physical agility testing for both fire and police.

In October one police promotional test was conducted. All tests involve planning several months ahead, lots of coordination, organization and correspondence. The process involves such activities as finding dates, locations, posting the positions, ordering tests, grading the tests, compiling results, assisting and or participating with interviews, computing other factors that count in the final score and sending out several different letters and memos to the candidates.

HR SUMMARY



Filling other vacancies that occur throughout the City is quite an extensive process, starting with posting the job opening all the way through **New Employee Orientation** (NEO). HR posted 98 jobs in 2008 and on average received 253 applications per month. When a vacancy occurs the applicable department reviews the job description and makes any changes needed and forwards a job requisition to HR. HR then posts and advertises the open position. There are several areas where postings may occur depending on the position. The bulletin board outside the HR office is the official posting site. Other places where positions may be posted include the City's website, channel 19, the local newspaper and several different agencies and institutions around the city. HR is also involved in the screening of candidates at various levels depending on what level of service the hiring department chooses. Once a candidate is selected, has passed through the pre-employment process and starts work, they are scheduled for in-processing, generally within the first week of employment. HR ensures that new regular full-time employees complete all necessary employee paperwork and receive information on benefits and programs. This processing involves at least two to three hours of staff time. During 2008, the Human Resource staff in-processed 71 new regular employees. We have now incorporated the NEO program as part of in-processing. Therefore, the program has become all inclusive on the day we do in-processing for the new hire. This means that not only will the new employee complete all the necessary paperwork and forms, but all the required training areas that HR covers will be conducted during in-processing. This prevents the employee from having to return on another date for the required training. In-processing now includes enrollment in benefits, discrimination and sexual harassment training, risk management and workers' compensation training, and training on our drug and alcohol testing policy. HR also ensures that all necessary paperwork is obtained from part-time, seasonal and temporary employees and processes it accordingly. We hired 242 employees who were classified as other than full-time status.

Staff support continues through the entire period of active employment and often extends beyond in the form of benefits to retired members and continuation of benefits for employees leaving for other reasons. Examples of the wide range of staff involvement from the time a new employee begins work include the following:

- The Personnel Action Form documents any changes affecting an employee's status. HR processed 480 Personnel Action Forms during the year. Personnel Action Forms lead to a need for other internal activity, including all the tracking devices that are in place for employee benefit eligibility, evaluations, payroll, staffing controls and many others.
- Numerous benefit programs are monitored and notices are sent to supervisors and/or employees as appropriate. Included among these are year-end reports on vacation leave, reminders on use it or lose it vacation accruals, personal-use vehicle notices, medical leave conversion, 457 deferred comp match program, and flexible benefit programs, just to name a few.
- Certain programs require consistent involvement or intervention by staff. These intensely managed programs include health, dental, term life, deferred compensation, FLEX, FMLA, supplemental term life, cancer and universal life programs. These programs are primarily administered by the HR Manager and the HR Technician.
- Invoices and payments are tracked to ensure uninterrupted coverage for health and dental continuation coverage for former employees who continue coverage because of retirement or through COBRA.
- When an employee is ready to retire, HR assists the employee with the required paperwork. This involves numerous stages after the initial application is received. The City administers three active defined benefit pension plans and one plan that is no longer available for membership. Pension plans require wage sheets and verification of wages and service period(s). Each employee receives notices on insurance continuation eligibility and other benefits that they may have as a result of their retirement.

HR SUMMARY



Ever changing labor and employment legislation is a challenge to stay abreast of. One of the major issues this year was the requirement for collective bargaining. An RFP was advertised for labor and employment counsel and an ordinance passed to accept the Lowenbaum Partnership as general counsel to assist the City with the federal requirement to collectively bargain with employee groups who organize. Initial negotiations were started with the FOP-Lodge #3 and IAFF- Local 77.

After much suspense, an additional statute for H.B. (House Bill) 1883 restored a number of overtime exemptions that are available under the federal **Fair Labor Standards Act** (FLSA) to employers covered by Missouri's Wage and Hour Law. State Proposition B had increased the state minimum wage and overtime requirements and only incorporated some of the federal exemptions. H.B. 1883 re-enacted the federal overtime standards in effect prior to the passage of Proposition B regarding the minimum wage increase including but not limited to the exemptions for firefighters and commissioned employees.

Several other issues affecting the human resources area were impacted during 2008. The first significant overhaul of the **Family and Medical Leave Act** (FMLA) occurred since the law was enacted in 1993. Additionally, the regulation provided guidance on implementation of the new military leave benefit that was enacted as part of the 2008 National Defense Authorization Act that is included in the FMLA. The FMLA now contains provisions that allow protected leave for military exigencies and to care for an injured soldier. Other revisions include new forms and technical changes. H.B. 818 amended the Missouri Insurance Code to require all group health, dental and vision insurance policies to offer continued coverage to dependents up to age 25, regardless of student status. Michelle's Law was signed by President Bush on October 9, 2008 that allows dependent college students facing a serious illness to take a leave of absence and still preserve their health coverage. Missouri passed H.B. 1549 that prohibits employers from knowingly employing, hiring for employment or continuing to employ any "unauthorized alien" to perform work within the State of Missouri. Beginning January 1, 2009, all public employers were required to enroll and participate in a federal work authorization program, the E-verify system. The statute also contains a broad array of employment-related provisions that have little to do with immigration. Some provisions of the law went in to effect January 1, 2009, others go in effect later in 2009. On September 25, 2008, amendments to the American's With Disabilities Act (ADA) were signed into law. Titled **ADAAA** (ADA Amendments Act) of 2008, the intent of the law is to "restore protection for the broad range of individuals with disabilities as originally envisioned by Congress". This amendment will dramatically expand the scope of individuals who are protected in the workplace as well as expand the employer obligations to a much broader class of disabled employees and applicants for employment. 2009 is sure to bring on even more changes and is forecasted to be one of the most turbulent periods of change in the HR profession's recent history.

HR SUMMARY

General HR Administration

Many activities are listed here in an effort to reflect the multitude of actions initiated by the Human Resources staff to ensure that the maximum possible support is provided to City employees. Additionally, Training and Workers' Comp/ Liability are covered in their respective sections.

- HR frequently assists employees and retirees (as applicable) with questions on policies, processes, insurance and benefits including changes to deferred compensation contributions, beneficiary designation, primary care physician, address, etc.
- A representative from HR attends monthly Employee Advisory Committee meetings.
- Research, study and formal classes are necessary in order to keep current on the many employment laws that impact employees (FLSA, FMLA, ADA, COBRA, Workers Comp, USEERA, and others). HR staff conducted classes for the Leadership Development and Advanced Supervisory Training Programs.
- Compensation administration continues to be challenging with the state of the economy. We regularly participate in compensation and benefit surveys from other cities and agencies.
- Coordination with outside agencies and legal counsel on complaints/lawsuits if they arise with assigned attorneys on litigated matters requires focused attention while such issues are active.
- Service on special committees/task forces and internally sponsored special events usually involve several (or all) staff members in order to carry out the activities.
- Reconciliation of five monthly insurance invoices (involves 60 separate cycles each year) is vital to ensuring the accuracy of all the related benefit programs.
- HR administers the Consultant Pay for retirees of the Old Fire Pension Plan and generates quarterly reports for payroll.
- The preparation of the HR Annual Report requires a cumulative effort of approximately one week each year.
- HR offers discounted movie and amusement park tickets for our employees including Worlds of Fun, Oceans of Fun, Silver Dollar City, Celebration City, and White Water. Reconciling of each of those occur monthly.
- HR provides assistance with providing information and coordinating teams for Corporate Challenge.
- HR plans and coordinates special Wellness Classes, flu/pneumonia shots as well as 457 plan meetings and workshops.
- HR publishes articles for the HR Buzz and contributes to other City-wide publications such as the City Weekly, Municipal Courier, and the Mayor/Council Update.
- Newsletters are forwarded to employees from CBIZ, BCBS and ICMA-RC.

Finally, the Human Resource staff knows that without the support and assistance of the City Manager and City staff, we would not be able to successfully carry out our duties. Their support and assistance are highly appreciated. In addition, HR appreciates the support received from the City Council.

STATISTICAL SUMMARY

Personnel Actions

	2006	2007	2008
Hiring Actions	292	273	299
Departing City Employment	232	228	201
Promotions	17	30	43
Transfers	6	5	6
Demotions	2	4	2
Suspensions	26	33	19

Note: The information listed above includes seasonal activity hiring & departures, such as recreational positions in the Parks, Recreation & Civic Facilities Department.

Years of Service

Years	# of employees	% of employees
0-9 Years	326	48.9%
10-19 Years	182	27.3%
20-29 Years	102	15.3%
30-39 Years	53	7.9%
40 + Years	4	0.6%
TOTAL	667	100%

Family & Medical Leave

Reported to Human Resources

2006	88
2007	115
2008	104

TRAINING SUMMARY



Julie Noel has acted as the **Training Coordinator** for the City of St. Joseph for twelve years. She is responsible for developing and administering a comprehensive training program which ensures that new employees are provided the required training and that current employees are able to receive training that enables them to maintain their skills or learn new skills as they are needed. This training involves opportunities ranging from in-house training sessions, to highly skilled consultants who present training on specialized subjects. Other duties of the Training Coordinator include coordinating training with the city's adjunct trainers, entry-level and promotional testing coordination for the Police and Fire Departments, and acting as the Human Resources representative for employees seeking mediation through the City of St. Joseph's in-house mediation program.

The City of St. Joseph is dedicated to developing our employees. In order to maximize taxpayer money, the City develops and provides a variety of courses in-house. Courses offered to employees during calendar year 2008 can be divided into five core groups: computer training, mandatory training, leadership development program training, advanced supervisory program training and specialized courses.

Computer training opportunities are scheduled on an as needed basis with City employees. The as-needed basis can be determined by the employee and the employee's supervisor. Once the need is determined, the supervisor contacts the Training Coordinator to schedule the class. Course sizes for computer training ranged from one (1) to seven (7) participants per course in 2008. The small course size allows for more individualized training and the opportunity to customize the training for the individuals need. Computer training courses provided to City employees during calendar year 2008 included: Beginning Excel 2003, Excel 2003, Publisher 2003, Outlook 2003, Advanced Outlook 2003 Techniques, Basic Computers, Word 2003, Advanced Word – Importing Data Labels, Word 2003 Templates, PowerPoint 2003, and Access 2003.

The City of St. Joseph works diligently to meet all legal requirements for training, as well as provide training that will enhance levels of service to the community, and limit the City's liability. The mandatory courses are designed to meet these requirements and meet goals to fulfill our mission and values statement objectives. **Mandatory training** for calendar year 2008 included: Make-up training for 2007 Customer Service, Discrimination, Sexual Harassment and Affirmative Action training, Ethics for Law Enforcement Employees, Professional Defensive Driving courses for police and civilian employees, 2008 Customer Service, Providing Service to Our Customers with Disabilities, Mobile Data training for police and fire employees, ICS-700 Introduction to National Incident Management Systems training, and Drug and Alcohol training for Supervisors courses.

The **Leadership Development Program** is a certificate program that was developed and designed to assist employees who have a desire for self-development. This program is comprised of 15 courses. These courses are offered once a year for those interested in attending. Courses developed for this program include: Change Management, Communication Skills, Diversity, Effective Meetings, Effective Writing, Ethics and Standards, Employment Law Basics, The Basics of Supervision, How to Manage Anger Conflict and Emotion, Leadership, Municipal Government Operations, Presentation Skills, Stress Management, Time Management and Train the Trainer.

TRAINING SUMMARY



To develop our supervisors and mid-level managers, a program was developed to cover topics that would benefit each in enhancement of their supervisory skills. This effort is known as the **Advanced Supervisory Training Program** or ASTP for short. The ASTP consists of the following courses: Advanced Supervisory Practices – Hiring, Appraisals, Disciplining and Terminating Employees, Understanding the FMLA, HIPAA and the ADA, Picking Apart the Fair Labor Standards Act, Equal Employment Opportunity, Risk Management – Risk Avoidance and Liability, So You’re Going to Trial, Financial Management, Mediation for Supervisors, Workplace Violence, Project Management, Media Relations, Strategic Planning and The Why, When and How of HR Forms. Additional courses are developed as the need arises to meet the needs of a changing workplace.

As training needs become apparent, courses are developed and delivered to meet employee needs. These courses are considered **specialized courses**. During calendar year 2008 the following specialized courses were offered to City employees: Procurement Card Training, Cash Handling, Tips on Taking Minutes, Racial Profiling, HIPAA, Basic English and Grammar, Organizational Skills, Pepper Spray Training, Personal Safety Lecture Training, Personal Safety Hands-On Training, and Joint Training Committee Scenario Training.

In 2008, a **total of 348 courses** were delivered to City employees. This number of courses does not include the additional departmental training that employees receive, but reflects the training that is provided by departments for all City employees, coordinated through the Human Resources Office’s Training Coordinator.

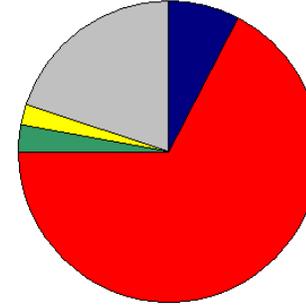
The variety of training needs could not be met without the assistance of our **adjunct trainers**. Our adjunct trainers are valuable assets in developing our employees. Without their assistance, the City would not have the quality training program it currently enjoys. Much appreciation and thanks goes out to our adjunct trainers who allow us to expand City course offerings to our employees. The following City employees acted as adjunct trainers during calendar year 2008:

- Human Resources: Jennifer Sollars, Carolyn Sanders, Ed Schilling
- Financial Services: Kim Newton-Orozco, Judy Hovey, Cindy McDermott
- Fire Department: Training Officer Mike Neylon, Battalion Chief Paris Jenkins
- Parks Department: Bill France
- Police Department: Chief Chris Connally, Sergeant Richard Eaton, Sergeant Gary Murphy, Officer Richard Bradley, Officer Mike George, Officer Steve McClintick, Officer Scott Gary, Officer Chris McBane, Sergeant Becky Caton, Sergeant Mike Wilson, Sergeant Rolland Smith, Sergeant Marla Wilson, Sergeant Jonathan Beaver, Captain Carol Cummings, Sergeant Dan Sweiger, Sergeant Jill Voltmer, Captain Matt Rock, Sergeant Eric Protzman, Sergeant B.P. Miller, Sergeant Richard Ketchem, Sergeant Fritz Adams, Sergeant Larry Stobbs, Officer Jayson Person, Sergeant Ron Gordon
- Aviation Division: Mike Hurst
- Landfill Division: Bill Blacketer
- Health Department: Nancy Langemach, Rick Smith
- Public Works Administration: Andy Clements
- Street Improvement Maintenance and Repair Division: Rex Burns, Steve Kendall, Keven Schneider

TRAINING STATISTICS

- 348 courses were presented in 2008.
- A total of participants in the 348 courses = 2312
- By offering courses developed in-house, it is estimated that the city saved \$537,733.00 in tuition costs. The in-house training benefits employees because specialized courses can be presented to employees by other employees who know the in's and out's of the employees job duties and the procedures divisions and departments follow to complete projects.
- Percentage breakdown by course type:
 - Computer 8%
 - Mandatory 67%
 - Leadership Development Courses 3%
 - Advanced Supervisory Program Courses 2%
 - Specialized Training Courses 20%

Year	Hrs/Training
1998	303
1999	278
2000	395.6
2001	377.5
2002	644.5
2003	774.5
2004	608
2005	525.5
2006	665
2007	771
2008	493.25



RISK MANAGEMENT



The Risk Management Coordinator is responsible for the Risk Management Division of the City's Human Resources Department. With support from all Human Resources staff, risk management administers several programs designed to promote safety and protect City employees and property. Specific programs include a self-insured workers' compensation program, drug and alcohol testing program, fully insured property and liability program, and contractual risk management program.

Workers' Compensation

The City made the decision to self-insure its workers' compensation in 1995. Based on current market trends, the City saves an estimated \$500,000 each year by self-insuring the program. The City does carry excess insurance, which covers any occurrence with costs exceeding \$400,000.

The program utilizes a **Third Party Administrator** (TPA) to maintain records and process claim related payments including medical bills and lost-time benefits for injured employees. Most physician and employee communications are directed through the Risk Management Coordinator, however the TPA also coordinates appointment scheduling, specialist referrals and advises the City regarding the management and direction of each work-related injury claim. The TPA further assists the City with maintaining self-insurance authority through the State of Missouri by providing statistical data and reports required on an annual basis. Meetings to discuss open claims and recommendations occur on a quarterly basis.

The state requires self-insured employers to report all **work-related injuries** to the TPA within five days of the employee reporting the injury to his/her supervisor. The TPA then has twenty-five days to submit a First Report of Injury to the State in an electronic format. In an effort to ensure the reporting of all claims within the five-day requirement, the City began to utilize an online injury report form in 2006. With a click of the "submit" button, injury information is immediately emailed to the Risk Management Coordinator as well as a database used for statistical analysis. Each department director receives a copy of injuries reported by employees within their department.

The total number of **workers' compensation claims** increased in 2008, however the severity of claims was less than the prior year. It is important to note that incurred claim costs typically change over the year following any single claim, thus the incurred costs may not accurately represent what will be paid by the City. Excess insurance coverage limits the City's exposure for catastrophic claims.

RISK MANAGEMENT



Drug and Alcohol Testing

The Risk Management Coordinator serves as the City's Drug and Alcohol Testing Coordinator. The program consists of pre-employment, random, reasonable suspicion, post accident, return-to-duty, and follow-up testing. The program also involves coordination with the City's contracted Employee Assistance Program provider for substance abuse counseling when necessary.

Supervisory staff are required to attend periodic training related to reasonable suspicion testing. The training consists of statistical information as well as detailed information on the signs and symptoms of alcohol misuse and controlled substance abuse. The Risk Management Division is grateful for the teaching assistance provided by several of our police officers who continually present an interactive classroom program during which they share a wealth of information based on local experience and professional training. Participants also get to have a bit of fun utilizing special goggles that simulate various levels of intoxication.

Property and Liability Insurance

The City maintains fully insured property and liability insurance programs to protect its facilities, equipment, and operations. Risk Management is responsible for the processes associated with obtaining appropriate insurance coverage through various agents and insurers. Additional responsibilities include investigating and/or coordinating the investigation of all insured property damage and liability claims.

Typical liability claim processes involve contacting individual claimants to obtain initial information followed by formal investigation with assistance from various staff within involved departments and divisions. Risk Management then forwards the claim information to the appropriate insurance carrier for handling. Depending on the specifics of each claim, the insurer may request additional information, which is also coordinated through Risk Management. The City makes every effort to process claims accurately and efficiently for the benefit of all parties involved. All departments continually do a wonderful job assisting with these programs.

Contractual Risk Management

Risk Management provides assistance to all departments related to contractual risk management. The City attempts to reduce the risks associated with all contracted operations and activities by requiring contractors and event organizers to provide insurance for their activities. The process includes participation in contract negotiations and event planning to assess the associated risks and make recommendations on adequate insurance levels and indemnification requirements. Prior to executing contracts or issuance of event permits, Risk Management reviews related insurance certificates submitted by contractors and event organizers. The City's Legal and Customer Assistance Departments provide additional assistance resolving any identified discrepancies within the contracts and certificates. This process involves the review of hundreds of certificates and contracts each year.

RISK MANAGEMENT

Workers' Compensation Claims by Department

Department	2005	2006	2007	2008
Administration	1	1	0	1
CAD	0	0	1	0
Fire	15	19	16	16
Health	7	3	2	9
Parks	16	20	11	21
Planning	0	0	0	0
Police	38	23	29	33
Property Mtc	1	3	1	1
Public Works	36	28	27	38
Total	114	97	87	119

Workers' Compensation Claim CO\$T by Department

Department	2005	2006	2007	2008
Administration	98.51	587.18	0.00	550.00
CAD	0.00	0.00	2.96	0.00
Fire	160,470.42	79,658.14	257,050.72	158,673.08
Health	50,945.19	1,220.96	1,328.73	37,883.17
Parks	4,987.19	3,891.91	36,941.26	78,760.23
Planning	0.00	0.00	0.00	0.00
Police	68,125.53	129,846.05	195,135.05	35,906.67
Property Mtc	1116.50	516.23	8,250.00	666.36
Public Works	116,252.37	171,850.43	557,776.17	123,641.39
Total	401,996.04	387,570.90	1,056,484.89	436,080.90

General Liability Claims

Year	Claims	Cost Incurred
2004	75	\$94,087.17
2005	56	\$89,893.17
2006	66	\$104,901.24
2007	101	\$153,184.40
2008	108	\$103,071.77



The City of

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