



TO: Mayor Thomas R. Kneeland
Director of Finance
Members of City Council
City Attorney
Clerk of Council

FROM: Miranda Vollmer, Director of Human Resources

DATE: May 28, 2019

SUBJECT: Report to Council, May 2019

ACTION ITEMS FROM THE DIRECTOR OF HUMAN RESOURCES

ACTION ITEM # 1 – Ordinance- HelpNet EAP Contract

The contract for the City's employee assistance program (EAP) expired on December 31, 2018. The City is a member of the Central Ohio Health Care Consortium (COHCC). HelpNet EAP is the selected provider of employee assistance programs for the members of the COHCC. This contract provides for the City to maintain current levels of employee assistance for eligible City employees. EAP services are vital to the well-being of employees to ensure they are providing excellent services to the citizens of Gahanna.

Requested Legislation and Funding

- Legislation Needed: Ordinance
- Emergency/Waiver: No
- Name & Address: HelpNet Employee Assistance Program
36 W. Manchester
Battle Creek, MI 49037
- Already Appropriated (Amounts & Accounts Names/Titles):

Attachments

- HR-ATT-HelpNet Contract

ACTION ITEM # 2 – Ordinance – Temporary Work at a Higher Classification (Director of Public Service and Engineering)

The Director of Public Service and Engineering resigned from the City of Gahanna on May 21, 2019. Per Pay Plan Section 4(B)(8), the Administration respectfully requests Council to approve a supplemental request for temporary work out of class for Deputy Director of Public Service and Engineering Grant Crawford. Mr. Crawford’s current hourly rate is \$40.56. The Administration does not intend to recruit for a Director of Public Service and Engineering due to the change in City leadership in January 2020. The total request for supplemental appropriation is \$3510.00, which will increase Mr. Crawford’s hourly rate to \$44.00 for the remainder of 2019 (June 1 – December 31, 2019). This request is solely from the proprietary funds. No general fund dollars are being requested. As Interim Director, Mr. Crawford will be responsible for tasks listed in Chapter 135.01, Director of Public Service and 135.011, Deputy Director of Public Service. The increase in responsibilities warrant a pay increase for serving in a higher classification.

Proprietary Supplemental For Grant (Nothing needed for GF)	
631.11.000.5105 - Stormwater Full Time Wages	1,000.00
631.11.000.5130 - Stormwater Retirement	140.00
631.11.000.5140 - Stormwater Workers Comp	15.00
631.11.000.5145 - Stormwater Medicare	15.00
Total From the Unappropriated Unencumbered Balance of the Stormwater Fund	1,170.00
651.11.000.5105 - Water Full Time Wages	1,000.00
651.11.000.5130 - Water Retirement	140.00
651.11.000.5140 - Water Workers Comp	15.00
651.11.000.5145 - Water Medicare	15.00
Total From the Unappropriated Unencumbered Balance of the Water Fund	1,170.00
661.11.000.5105 - Sewer Full Time Wages	1,000.00
661.11.000.5130 - Sewer Retirement	140.00
661.11.000.5140 - Sewer Workers Comp	15.00
661.11.000.5145 - Sewer Medicare	15.00
Total From the Unappropriated Unencumbered Balance of the Sewer Fund	1,170.00

Requested Legislation and Funding

- Legislation Needed: Ordinance
- Emergency/Waiver: both
- Supplemental (Amounts & Accounts Names/Titles): see above

ACTION ITEM # 3 – Ordinance – FOP Contract 2019-2021

The City of Gahanna and the Fraternal Order of Police (FOP) have come to a tentative agreement on the 2019-2021 contract.

We respectfully request authorization for the Mayor to sign the FOP contract. In order for the new contract to be effect, we request this legislation be passed as an

emergency and waiver. The request for emergency and waiver is due to the upcoming holidays and changes in the holiday language. In addition, this contract is retroactive to January 1, 2019. This request will allow FOP members to receive back wages in a timely manner.

Requested Legislation and Funding

- Legislation Needed: Ordinance
- Emergency/Waiver: Both
- Name & Address: Fraternal Order of Police, Lodge #9
6800 Shrock Hill Ct.
Columbus, OH 43229
- Already Appropriated (Amounts & Accounts Names/Titles): Various Accounts in 2019

UPDATES

None.