

## M E M O R A N D U M

**TO:** Indra Winquest  
District General Manager

**FROM:** Dee Carey  
Director of Human Resources

**SUBJECT:** Human Resources Status Report for October, 2020

**DATE:** November 1, 2020

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**Recruiting:** We have filled our Base Operations Manager, Mechanic II and Lift Maintenance Technician positions. We are currently recruiting for a full time/year round Director of Public Works, Controller, Accountant, Senior Accountant, Superintendent of Parks & Recreation and Senior Parks & Recreation Clerk positions. With the summer operations beginning to come to a close, we have begun to ramp up our recruiting efforts for the winter operations. Support of year-round operations when limited turnover occurs and job description updates continue as needed. HR successfully coordinated with various department managers to participate in the University Nevada Reno (UNR) College of Business virtual job expo/fair held on October 9, 2020, and on October 14, 2020, conducted an on-site job fair at Diamond Peak with another one planned for November 14. Further, we continue discussions with Diamond Peak management about additional job fair opportunities in the coming months.

**Training:** Staff attended a virtual POOL/PACT HR Seminar on Current Issues in Public Sector Employment and a Littler sponsored webinar on COVID operations (past lessons, future changes). Due to restrictions related to the Pandemic, we are actively making adjustments to how we provide our new employee District Orientation, Customer Service and Customer Service Refresher trainings. Partnering with various departments on various communication options.

**Employee Relations:** Plans are being finalized for our annual benefits fair on November 4. This year the look and feel will be very different due to COVID-19. We are still able to offer in person reservations only blood draw and flu shots for five hours. Instead of a gathering at the Chateau, we have “goodie benefits bag” with materials provided by our representatives from our health, financial and wellness providers with current updates on their products.

We have concluded the insurance renewal process with our long term Broker of Record. We were up for renewal with medical – Prominence Health. The long time relationship with our current providers has benefited the District receiving another good renewal. This is also due to a healthy work force and low experience rating. The final numbers for our medical renewal with Prominence coming in with an overall small increase of six point seven percent (6.7%) change. This is a savings of over five point three percent (5.3%) based on our budget.

We are working on our application for renewal with our unemployment insurance contract with First Nonprofit Companies. First Nonprofit Companies continues to have great claims experience with few protestable claims being handled by them. Currently the State of Nevada is the second highest unemployment rate. First Nonprofit is hoping to receive our benefit statement from the State. To date the last one that was received was March of 2020. This makes it hard to assess our renewal standings but Staff is in communication with First Nonprofit as we move forward. Staff are sure that we'll have additional issues and higher claims based on COVID-19.

**Labor Relations:** Union negotiations continue with the Non-Supervisory, Supervisory, and Superintendent bargaining units. The initial delay in starting this process was the result of the COVID-19 crisis. Although progress has been made there are not agreements that have been ratified.

**Workers' Compensation:** October Workers' Compensation: There are zero new claims and one (1) closed claim in the Ski dept. This keeps our current total open claims to seven (7). There is one (1) open claim from FY 1996, and two (2) open claims from FY 2013. The total numbers of claims assigned to individual divisions are: Ski four (4), Parks & Recreation one (1), Utilities one (1) and Golf one (1).