M E M O R A N D U M

TO: Steve Pinkerton
General Manager

FROM: Dee Carey
Director of Human Resources

SUBJECT: Human Resources Status Report for November 2016

DATE: December 17, 2016

Recruiting: We have filled the Mountain Operations Manager and Water/Wastewater Operator in Training/Grade I full-time/year-round positions. Recruiting continues for winter seasonal positions at Diamond Peak Ski Resort. We are also involved in supporting additional District Departments as limited turnover occurs and job description updates are needed.

Training: We had thirty-one staff members attend a one-day course presented by POOL/PACT Human Resources where they provided an overview of the basic skills and competencies needed when working in a manager or supervisor role. New employee District Orientations and Customer Service Trainings continue, as well as Customer Service Refresher trainings for returning staff. Additional trainings have been held to ensure ski staff is educated and empowered to provide exceptional customer service prior to opening day. We also update our regular training based on the season and additional changes.

Employee Relations: We are preparing for open enrollment for benefit eligible employees in compliance with the Health Care Reform law. We also held our all Employee Holiday Luncheon on November 30 and it was very well attended with over 150 in attendance.

We are in the process of renewing our unemployment insurance contract with First Nonprofit Companies. First Nonprofit Companies continues to have great claims experience with few protest able claims being handled by them. Although the State of Nevada is no longer experiencing the highest unemployment rate, it is still ranking third highest, in a three-way tie, in the nation at 7.7% which is an increase from last year. The District is anticipating a decrease from our current rate with First Nonprofit Companies for the 2017 year.

I am also working with General Manager Pinkerton to execute a contract with Strategic Retirement Advisors, LLC, effective for early 2017, to provide retirement and financial advice services to the District employees. This is an additional, complimentary service to our currently provided service by Transamerica. This contract would offer our employees a choice for management of their retirement

accounts and adds to our recruitment offerings since we are not a Public Employee Retirement System (PERS) organization.

Strategic Retirement Advisors is one of the few firms that specializes in providing services to small- and mid-sized local government sponsored retirement plans. There is no cost to the District to implement or maintain this plan. Our internal fiduciary employee counsel that meets and reviews the retirement programs has been asking for additional retirement options that enhance our current offerings. This counsel has also vetted this organization and supports the addition. Staff has fully vetted this firm and found their service offerings in the public sector to be one of the best available in our region.

Legal counsel has opined that the law requiring competitive bidding under NRS 332.115, states that insurance and professional service is not subject to that chapter and that the test is clear that it is not mandatory but discretionary.

Workers' Compensation: November Workers' Compensation: There are no new claims in the month of November. Keeping our current total number of open claims to thirteen (13). There is one (1) open claim from FY 1999, one (1) open claim from FY 2010 and two (2) open claims from FY 2013. The total number of claims assigned to individual divisions are: Ski (6), Parks & Recreation (3), Grounds (1), Food and Beverage (1), Tennis (1), and Golf (1).