

HUMAN RESOURCES DEPARTMENT

Martha S. Roy, Director

During the past year the Human Resources Department conducted many training programs for employees. Administrative Professional Training days were held and the continuing Supervisors' Academy Series took place throughout the year. The Healthy Lunch lecture series continued in 2007, offering employees several opportunities to enjoy a health conscious lunch with a Wellness topic lecture. In a joint effort with the Engineering and Maintenance Department, sixteen computer training courses were held with topics ranging from Introduction to Windows to Power Point. The ninth annual Health and Benefits Fair was held in month November for all employees. This event provides employees with a chance to meet with health and benefit providers of the County and learn ways to lead healthier lifestyles, as well as the particulars of the various benefit plans.

In October the County held a Wellness Fair and program kick off to encourage employees to lead healthier lifestyles and in turn reduce County and employee costs in such areas as health insurance claims, workplace injuries and absenteeism. Employees participated in a confidential Health Risk Assessment test, had cholesterol, blood glucose, blood pressure and body/mass index screened and met with a Wellness nurse to receive a report of where they could lead a healthier lifestyle.

The County continued with Fiserv/Wausau Benefits as the health insurance plan third party administrator and the network of providers remained Aetna Signature Administrators. Delta Dental continued as our self-insured dental plan administrator and network in 2007.

The Human Resources Department continues to update and maintain the County's job descriptions and provides all entrance and exit interviews to County employees, which introduces them to the current County benefits as well as Personnel Policies and Procedures. Support is provided for personnel issues and facilitation is supplied to the Employee Advisory Committee, Joint Loss Management Program (Safety) Committee, and County Management Team. All employee personnel files for each County department are maintained in the Human Resources Department.

We welcome any suggestions to better serve the County.