



# EMPLOYEE BENEFITS STUDY OVERVIEW



CITY COUNCIL MEETING  
TUESDAY, OCTOBER 8, 2024  
7:30 PM

# CITY COUNCIL VISION + HR STRATEGIC PLAN

- **Distinctive, Reliable Delivery of High Quality City Services:**
  - The city government attracts and retains talented public servants due to its reputation for being well-managed and as a great employer.
- **Strategic Plan Goal 1, Objective E:**
  - Through the creation of diverse employee focus groups, we will create listening sessions related to what employees would like to receive in relation to the future of benefits, and for future consideration related to employee health and wellness, recruitment, and retention.
  - *Action Item: Host several diverse groups of employees in the format of focus groups in order to receive input related to employee benefits. Create an existing benefits presentation and ask specific questions that will provide data to make future benefits decisions.*
- **Strategic Plan Goal 3, Objective E:**
  - Research, benchmark, and re-envision benefits and perquisites packages in order to attract and retain a diverse workforce. Make a recommendation to City Administration related to attractive benefits packages that are fiscally responsible.
  - *Action Item(s): Research competing public sector employers' benefits and perquisite packages and compile the differences. (Potentially write benefits/perquisites study into Classification & Compensation RFP scope of work.) Recommend benefits and perquisites package modifications based on findings.*



# STUDY GOALS

- Focus on the Benefits Portion of Total Rewards – Following Classification & Compensation Study Implemented in FY 2024
- In the Listening Sessions, we wanted to understand:
  - Are employees satisfied with existing benefits offered by the City?
  - What existing benefits offerings are important to employees and their families?
  - Do employees feel that there needs to be an expansion of existing benefits offered by the City?
  - Do employees feel that there are benefits missing from the City’s offering?
  - What life, health, and wellness pressures are employees or their families experiencing that can potentially be alleviated?
  - Do employees have enough education pertaining to the City’s benefits package or have we given employees enough opportunities to receive benefits information?



# LISTENING SESSION PARTICIPATION



- **Total Participating Employees = 617/828 Employees**
  - 75% Participation Rate
- **569 Full-Time Employees/671 Total City Full-Time Employees**
  - 85% Participation Rate
- **48 Part-Time Employees/157 Total City Part-Time Employees**
  - 31% Participation Rate
- **70 Listening Sessions Hosted Across City Departments**



# PRIORITIZATION OF BENEFITS EVALUATION

- Employee Pressures Feedback
- Benefits Feedback:
  - Benefits to Maintain
  - Benefits to Expand
  - Benefits to Add
- Budgetary Implications
- Financial/Human Resources Needed
- = **Evaluation Schedule** (Evaluation of Benefit Term + Priority)



	EVALUATION OF BENEFIT TERM			
PRIORITY	IMMEDIATE	SHORT-TERM	MID-TERM	LONG-TERM
<b>HIGH</b>  	Health Insurance – Increase City Contribution to Premium  Retiree Health – Increase City Contribution	Health Insurance – Cost/Coverage  Retiree Health  Family Sick Leave  Leave Other  Leave (PTO/Vacation & Sick Leave)  Leave for PT Employees	Leave - Add More  Dental Insurance  Vision Insurance  457 Employer Contribution/Match	
	Maternity/ Paternity/Adoption Leave			
<b>MEDIUM</b>		Education Reimbursement  Holidays  Clothing Allowance  Years of Service Recognition  Sick Leave Payout	Sick Leave Donation  Pet Insurance  Housing Assistance/ Homebuyer Assistance/ Commuter Assistance  Insurances for PT Employees	Childcare/Daycare
<b>LOW</b>		City Benefits – Parks & Recreation  Emergency & Inclement Weather	Flexible Spending Account Health Savings Account  Gym Membership	Pet Care  Employee Assistance Program

# PARENTAL LEAVE

- Definition – Leave for an employee (birthing or non-birthing) to care for and bond with a newborn, newly adopted, or newly placed child aged 17 or younger.
- 8 workweeks of paid parental leave to utilize in a period of six Months
- For maternity, if an employee is eligible, the paid parental leave can be utilized to supplement short-term disability or sick leave
- Eligibility for Parental Leave:
  - Employed with the City for at least six consecutive months;
  - Have worked at least 500 hours;
  - Be a regular full-time or regular part-time employee.



# PARENTAL LEAVE

- Study of comparable local government/state government agencies
  - Matching or leading the market with this implementation
- Effective January 1, 2025





# BENEFITS STUDY COMMITTEE

- Thanh Dang, Community Development
- Vic Garber, Parks & Recreation
- Gerald Gatobu, Public Transportation
- Marissa Keagy, Human Resources
- Todd Miller, Police
- Michael Parks, Communications
- Larry Propst, Finance
- Heather Turner, Human Resources
- Angela Clem, Human Resources

*Support, Review, and Approval by the Executive Leadership Team & Deputy Leadership Team*



# QUESTIONS

- Thank you to City Council & City Administration
- Review the Benefits Study Report:  
[www.harrisonburgva.gov/benefits-study](http://www.harrisonburgva.gov/benefits-study)
- Questions:  
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