

**CITY OF CORAL GABLES, FLORIDA  
2023-2024 BUDGET**

**HUMAN RESOURCES & RISK MANAGEMENT**

**FISCAL YEAR 2023 MAJOR ACCOMPLISHMENTS**

- ✓ Finalized and implemented the recommendations of the Evergreen Classification and Compensation Study. The compensation study focused on the internal and external equity of both the structure by which employees are compensated and the way in which positions relate and compare to one another across the City.
- ✓ Transitioned departmental functions to the City's new EPR system, Infor.
- ✓ Continued to create, maintain, and post, electronic versions of Human Resources forms on the City's intranet. Streamlined the approval flows by converting forms into DocuSign process.
- ✓ Hired over 110 summer seasonal employees to support the City's summer camp activities for the Community Recreation Department.
- ✓ On track to hire over 100 full-time positions in Fiscal Year 2023, including, among others:
  - Historical Resources and Cultural Arts Director
  - Assistant Director for Public Works - Solid Waste Division
  - Assistant Director for Public Works – Fleet Management
  - (7) - Police Officers
  - (10) – Certified Firefighter Paramedics
  - (5) - Communication Operator I
  - Employee Relations Manager
  - Senior Procurement Manager
  - (5) - Code Enforcement Officers
  - Structural Engineer
  - Building Reviewer
- ✓ Enhanced onboarding by streamlining the orientation process.
- ✓ Streamlined the performance evaluation process through implementation of enhanced user-friendly evaluation forms. The revised forms allow for supervisors to address issues concerning areas of performance deficiencies.

**CITY OF CORAL GABLES, FLORIDA  
2023-2024 BUDGET**

**FISCAL YEAR 2023 MAJOR ACCOMPLISHMENTS – (Continued)**

- ✓ Conducted a Citywide training covering the topic of Global Cyber Security which was completed by a record high 772 employees.
- ✓ Launched compliance trainings covering sensitive employment topics such as harassment and violence prevention.
- ✓ Engaged Florida International University to conduct a Project Management Training.
- ✓ Ongoing electronic Medical Open-Enrollment sessions via Zoom platform and in person, for medical, dental, vision and legal plans.
- ✓ Ongoing partnering with the City's medical provider Cigna, to implement new wellness incentives establishing prize thresholds to encourage employees to continue participating in wellness events/activities to help them attain/maintain a healthy lifestyle.
- ✓ Continued to offer (free of cost) fitness tools such as Humana Go365 to all employees. The Go365 mobile app allow employees to easily connect a variety of wearable devices and smartphones to track the employee's movement as well as work outs and preventive care visits while receiving points for prizes. Over 350 employees are actively enrolled in the program.
- ✓ Continued to hold citywide health challenges and workshops.
- ✓ Continued ongoing emotional and financial employee support through offerings of virtual sessions including various topics related to life and work balance, EAP and stress management.
- ✓ Hosted Wellness Week at no cost to employees that included activities such as flu shots, biometric screenings, derma scans, chair massages, and Angiograms at three separate locations citywide. Over 260 employees participated in this event.
- ✓ Held onsite mammography and vision events to educate and encouraging participants to have annual mammograms and vision screenings.
- ✓ Conducted a detailed analysis of all workers compensation and general liability claims to address recurring incidents and implement appropriate training.
- ✓ Successfully renewed the City's property and liability insurance maintaining existing and similar coverages.
- ✓ Reviewed approximately 2,500 certificates of insurance.
- ✓ Continued updating the value of the City's buildings via physical appraisals.
- ✓ Continued conducting regular on-site risk assessments.

**CITY OF CORAL GABLES, FLORIDA  
2023-2024 BUDGET**

**FISCAL YEAR 2023 MAJOR ACCOMPLISHMENTS – (Continued)**

- ✓ Continued the implementation of the City’s ADA transition plan that is used to guide the planning and implementation of necessary accessibility improvements to the City’s buildings, garages, parks, and trolley stops.
- ✓ Ensured all new documents posted on the City’s website were accessible and made significant improvements to the City’s website to address accessibility.
- ✓ Launched Aira in the City’s central business district. Aira is a free service that connects blind and low vision people to highly trained, remotely located Visual Interpreters through the cameras of their smartphones. At the touch of a button, Aira connects customers who need immediate visual assistance with anything from reading in-store signage to product labels.

