

HUMAN RESOURCES ACTIVITY UPDATE

Recommendation

The Commissioner of Finance & Corporate Services recommends:

That the following report be received for information purposes.

Purpose

The purpose of this report is to advise Members of Council of the activity that has taken place over the last year, particularly in light of the vacancy of the Director of Human Resources and the Manager in the department.

Background - Analysis and Options

Notwithstanding the vacancy of the Director and the Manager in Human Resources, a number of important initiatives have been undertaken. These are summarized as follows:

1. Reviewed 6,257 applications, conducted 746 interviews for 169 positions;
2. Introduced Police checks for all crossing guards;
3. Input into Compensation Review Report;
4. Updating Non-union Job Descriptions for evaluation;
5. Established and trained the Job Evaluation Committee Members;
6. Implemented the 2002 Administrative Salary Schedule;
7. Selected the Human Resources Information System (HRIS);
8. Planned and organized the Employee Recognition Evening;
9. Revamped the Attendance Management Policy for Hydro Vaughan;
10. Provided Recruitment services for a number of senior positions in the City and Hydro;
11. Consolidated the payment of Regional Councillor's salaries with local Councillor salaries;
12. Analyzed and provided assistance to Members of Council regarding the elimination of the one-third tax-exempt portion of their salary.

The above list provides the highlights of some of the activities being undertaken, in addition to the day-to-day operation of the department.

Conclusion

Staff are working on other initiatives including a review of the Workplace Safety and Insurance Board of Ontario (WSIB) Schedule under which the City falls. Currently the City is a Schedule 1 employer and we are assessing the implications of being classified as a Schedule 2 employer.

Attachments

None

Respectfully submitted,

Clayton D. Harris, CA
Commissioner of Finance & Corporate Services

