



Town of Old Orchard Beach

Human Resources
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December 2015 Monthly Update from the Human Resource Office

Human Resource Manager:

We are currently in contract negotiations with The OOBWWEA.

Hiring:

In November, we hired:

- 2 Full time Firefighter/Paramedic
- 3 Per Diem Firefighter/EMT
- 1 Full time Patrol Officer

We advertised for the following positions:

- Recreation Gull Care Counselors
- Summer Camp Maintenance
- Summer Camp Junior Counselor
- Summer Camp Counselor
- Summer Camp Coordinator
- Summer Camp Bus Driver

Affordable Care Act (ACA):

We have been working to ensure that the Town is compliant with the regulations of the Affordable Care Act. We are working closely with Maine Municipal Employees Health Trust, our benefit provider, to verify all coverage meets or exceeds the standards set in the Affordable Care Act. The information is required to be submitted to the Internal Revenue Service for the 2015 tax year. There have been many trainings, and webinars to ensure we are prepared and ready to file the necessary forms.

The process to evaluate and test the system has begun and we are working through the many variables to ensure the correct information will be reported.

The IRS sent a notice to all employers regarding form 1095-C; they have extended the deadline to March 31, 2016 for sending the forms to employees.

Training:

Departments are working diligently to complete all the necessary training.

Safety:

We reported our action plans to MMA and are now gathering and correcting the items cited by the Department of Labor.

Upcoming:

- Additional Affordable Care Act implementation
- Forming of a Wellness Committee for staff
- Meeting with the Safety Committee regarding all safety recommendations

Respectfully,

Fran Beaulieu

Human Resource Manager