



Town of Old Orchard Beach

Human Resources
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July 2016 Monthly Update from the Human Resource Office

Human Resource Manager:

We are continuing to work on the OOB Police Patrolmen's Association contract. We are resuming talks with the IAFF on the Firefighter's contract. We have a newly formed Teamster Union for our Town Hall hourly clerical and maintenance staff. We have changed the flexible spending account beginning in January 2017 the flex plan year will be calendar year and follow our health insurance plans.

Hiring:

In July, we hired:

- Lifeguards
- Fire Chief
- Public Works Seasonal Laborer
- Public Works Equipment Operator Grade 1
- Per Diem Firefighters

We advertised for the following positions:

- Police Dept. Part time Clerk
- Lifeguards
- Per Diem Firefighters

Safety:

We had a safety visit by the Department of Labor Workplace Safety & Health Division. The tour went pretty well. There are a few items to complete and departments have already begun to address them.

Training:

Departments are working diligently to complete all the necessary training.

Wellness:

Monthly wellness tips are sent to all employees and cover various topics from cancer to healthy eating to sleep patterns.

Upcoming:

- Updating Personnel Policy
- Updating employee evaluation form
- Preparing for the changes to the overtime laws effective December 1, 2016
- Open enrollment for Group Dynamic Flex Spending account begins
- We have a Safety walk through and training check on August 15, 2016.

Respectfully,

Fran Beaulieu

Human Resource Manager