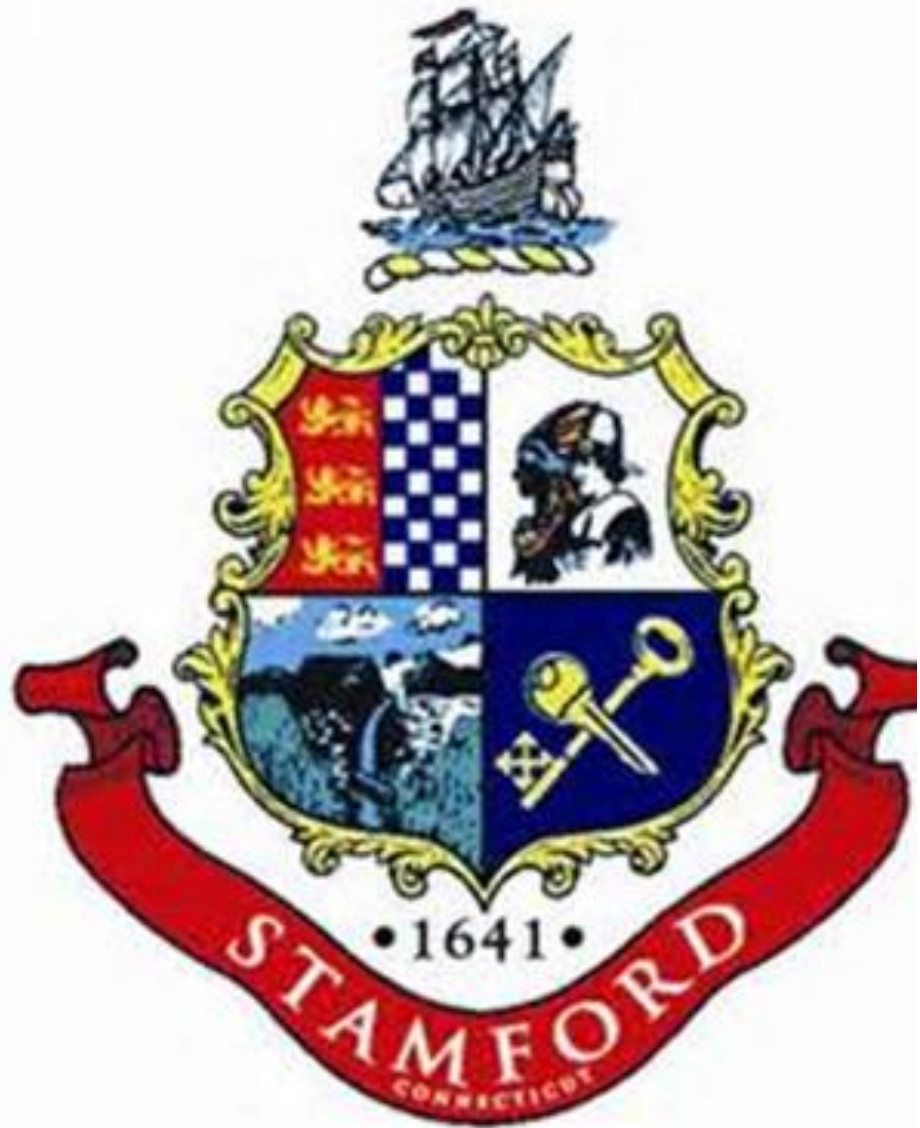


CITY OF STAMFORD  
HUMAN RESOURCES  
DIVISION

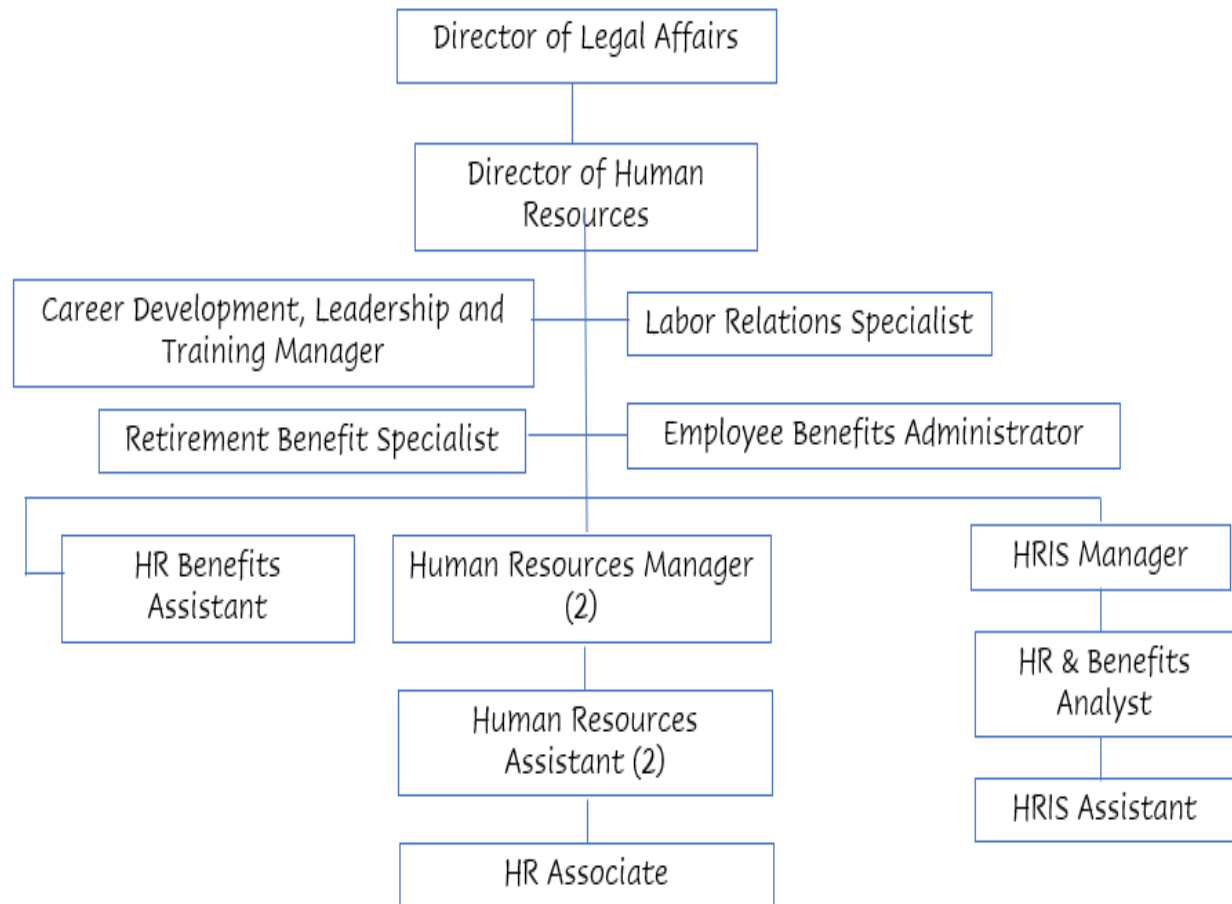
Dr. Paula Russell  
203-977-4329  
April 9, 2025



## City of Stamford HR Division

### Current Organizational Chart

#### City of Stamford - Office of Legal Affairs Human Resources Division



*\*Please note that the Assistant Director of Human Resources position remains vacant*

## City of Stamford HR Division

### Budget Summary (FY 2025-26)

Line Item	Reason
HR Salaries	No additions or removals. Salary adjustments reflect only changes due to existing and newly negotiated contracts.
HR Actuarial Services	Additional funds needed due to five union contract renewals and an increase in Milliman's fees.
HR Conference & Training	More HR staff require SHRM certification maintenance and professional development.
HR Equipment Rental	Increased costs for rental of office and computer equipment.
HR Facility Rental	Offsite storage needed due to department renovations and document storage requirements.
HR Telephone	More City-issued cell phones for hybrid work and additional office phone lines.
HR Postage	Increased Civil Service exams and HR projects requiring more mail communication.
HR Copying & Printing	Higher costs associated with printing contracts, training materials, and Civil Service exams.
HR Office Supplies & Expenses	Increased costs for office supplies and items previously covered under CARES Act (gloves, sanitizer, etc.).
HR Software Maintenance	Implementation of a new performance management system and increased costs for Medcom (vendor for both benefits administration and compliance) and NeoGov (applicant tracking system)
HR City Training	Expansion of leadership programs, partnered DEI initiatives, and additional training offerings.
HR BOE Custodial Overtime	Budget decreased based on historical lower spending on custodial services for Civil Service testing.

## City of Stamford HR Division

### New or Expanded Services/Programs (FY 2025-26)

HR Software Maintenance	Implementation of a new performance management system and and NeoGov (applicant tracking system) software.
HR City Training	Expansion of the City's Training and Leadership Institute programs and course offerings and partnered DEI initiatives.

## City of Stamford HR Division

### Key Challenges & Changes (FY 2025-26)

#### Key Challenges

- Rising Costs:** Higher expenses in actuarial services, software maintenance, training, and rentals require careful budgeting.
- Technology & Compliance:** Implementing Dayforce while managing rising costs for Medcom (vendor for both benefits administration *and* compliance) and NeoGov (applicant tracking system), ensuring smooth integration and staff training.
- Workforce Development:** Increased demand for SHRM certification, leadership programs, and DEI initiatives to enhance skills and inclusivity.
- Recruitment & Retention:** No budget increases for hiring, requiring strategic resource allocation to attract and retain talent.
- Operational Efficiency:** No staffing increases despite growing service demands, requiring efficiency in Civil Service exams, hiring, and benefits administration.

#### Key Changes

- Technology Upgrades:** Implementing a new performance management system and expanding use of Medcom (vendor for both benefits administration *and* compliance) and NeoGov (applicant tracking system) with increased software costs.
- Training Expansion:** Additional funding for leadership programs, DEI initiatives, and employee development.
- Operational Adjustments:** Lower BOE custodial overtime budget based on past spending trends.

# City of Stamford HR Division

## Performance Improvements & Efficiencies

### Major Service Enhancements & Operational Efficiencies

- **Performance Management System:** Finalizing the development of an effective system to improve employee evaluations and align with organizational goals.
- **Employee Recognition Program:** Actively involved in administering the annual program to boost morale and recognize employee contributions.
- **Recruitment & Staffing:** Ensured responsive recruitment to fill positions and updated job descriptions, qualifications, and DEI compliance.
- **Training & Development:** Expanded training opportunities, including online options, to meet workforce needs
- **Labor Negotiations:** Initiating discussions for five additional expiring contracts ((Fire, IUOE-WPCA, Assistant Corporation Counsel, UAW, and Custodians & Maintenance Workers)

### FY 24/25 – Key Accomplishments

- **Benefits Programs:** Managed cost-effective employee and retiree benefits, migrating retirees to SPP for long-term financial security.
- **Policy & Procedure Updates:** Created and updated policies to ensure responsiveness to evolving employee needs.
- **Training Expansion:** Increased online training options, enhancing professional development accessibility.
- **Labor Agreements:** Concluded labor agreements with IUOE & Dental Hygienists, balancing employee needs with budget constraints.



Thank You!