

Human Resources & Risk Management

October 2025



HUMAN RESOURCES
& RISK MANAGEMENT

CITY OF FLAGSTAFF



Photo @ Abe Snider



HR & Risk Management Updates



- HRRM Team & Remodel
- Recruitment
- Employee Compensation
- Employee Learning & Development
- Risk Management



Human Resources Updates

HRRM Team & Remodel

- 15 Total FTEs
- 1 vacancy: HR Generalist (currently posted)
- New Employees since March 2025



Ryan Saxby

HRRM Director



Aaron Kaminski

Risk Manager



Emily Carter

HR Analyst
(Benefits)



Courtney Smith

HR Analyst
(Org Learning/Trainer)



Drake Sauer

HR Generalist



Human Resources Updates

HRRM Team & Remodel

- New HRRM logo
- HRRM Remodel
- Open House 10/28



**HUMAN RESOURCES
& RISK MANAGEMENT**

CITY OF FLAGSTAFF

**POP
ON BY
OUR OPEN HOUSE!**

WHEN: Tue Oct 28 from 8:30 - 11am

WHERE: The new HRRM office suite in City Hall - follow the light streaming in our six new windows to find your way!

- See our bright and beautiful new space
- Ask those nagging HRRM questions
- Meet our new and not-so-new staff
- See the prairie dogs hibernating
- Enjoy fresh popcorn!

SPECIAL THANKS TO PUBLIC WORKS AND COMMUNITY DEVELOPMENT FOR GIVING US TEMPORARY HOUSING DURING THE REMODEL!





Human Resources Updates

Recruitment Data (as of October 2025)

- Current Vacancy Rate: **12.21%**
 - Budgeted FTE (not including Temporary & Council): 942.16
 - Unfilled FTE: 115
 - History:
 - July 2025: 12.71%
 - April 2025: 12.06%
 - January 2025: 12.25%
 - 2024: 13.20%
 - 2022: 11.15%
 - 2021: 17.07%
 - 2020: 12.01%



Human Resources Updates

Recruitment Data (as of October 2025)

- Current Job Postings: **20**
- Current Requisitions: **58** (178 in 2025)
- Applications Received Jan 1 – Oct 10 (up 1.3%)
 - 2025: 5,634
 - 2024: 5,561
- Avg Time to Hire: **77** days (Date Posted to New Hire Start Date)





Human Resources Updates



WALK-IN WEDNESDAY AT THE LIBRARY

DON'T MISS OUT!

Celebrate Library Card Sign-Up Month and learn about the careers at the library by taking a tour at 12:10pm and talking to hiring managers.

SEPTEMBER 24TH, 2025

DOWNTOWN FLAGSTAFF LIBRARY

12PM - 2PM





Human Resources Updates

Compensation: Market Reviews

- Goal to review 25% of classifications each year
 - Completed final year of 4-year market review last month
- FY26 Market Adjustments:
 - \$4M investment
 - Recent Market Adjustments had positive impact on hard-to-fill roles: Police Officers, Water Services Operators, Equipment Operators, and Project Engineers



Human Resources Updates

Employee Learning & Development

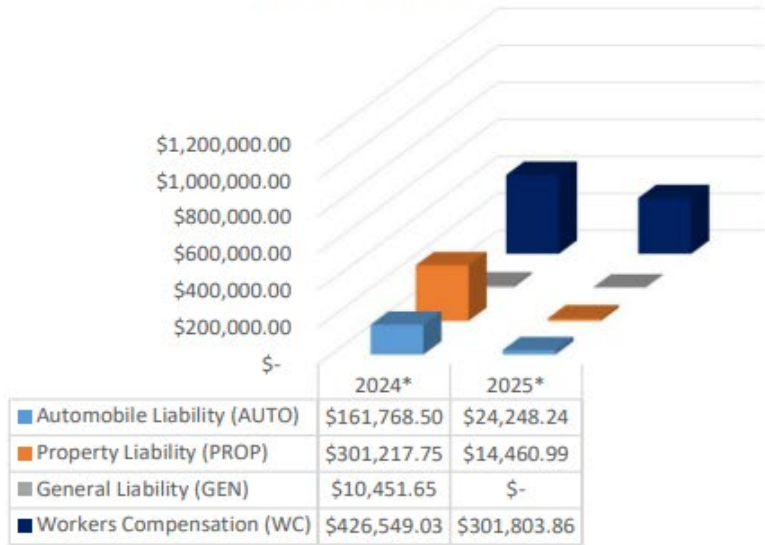
- Online and In-person Trainings
 - New Hire Learning Plans for each division
 - Google Classroom for all part-time employees
 - Special Training Sessions monthly - Starting Jan. 2026
 - Manager Academy - Coming 2026
- Goals:
 - Mentorship Program
 - Flag Learning Lounge Calendar for trainings open to everyone



Risk Management Updates



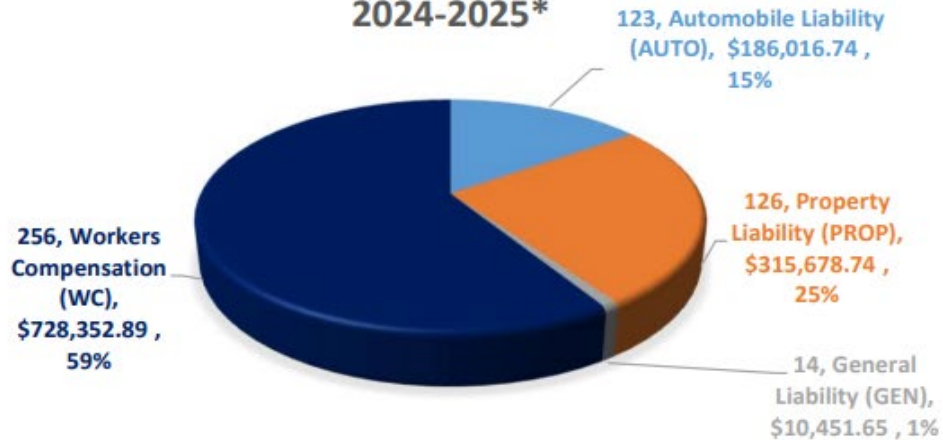
CLAIMS BY EVENTS



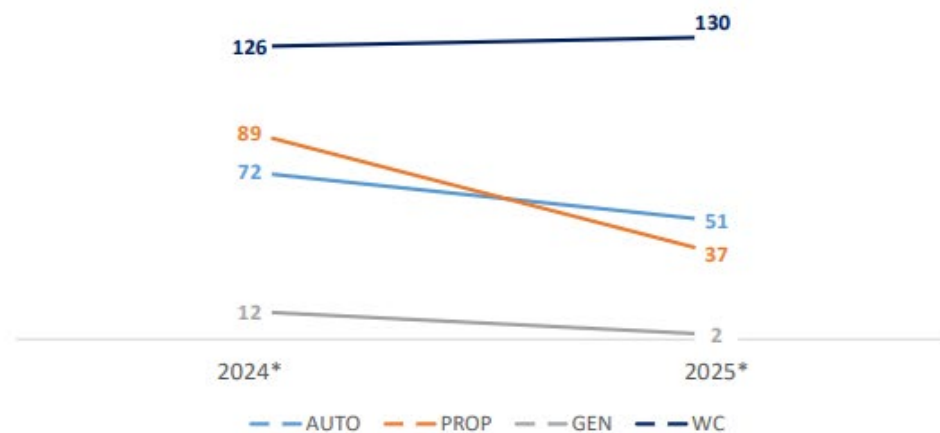
	\$	Incidents	\$/Incident	%
Auto	\$ 186,016.74	123	\$ 1,512.33	15%
Property	\$ 315,678.74	126	\$ 2,505.39	25%
General	\$ 10,451.65	14	\$ 746.55	1%
Work Comp.	\$ 728,352.89	256	\$ 2,845.13	59%
Totals	\$ 1,240,500.02	519	\$ 2,390.17	100%

CLAIMS BY EVENTS

2024-2025*



CLAIMS FREQUENCY BY EVENT



*January - September



Risk Management Updates

- Processed premium renewals including airport/library inspections
- Starting monthly Safety Series focusing on topics such as hearing protection, winter driving, slip/trip/falls, ergonomics, heat stress, lifting/pulling
- Created shared spreadsheet for tracking automobile liabilities with Fleet Services
- Transitioned workers' compensation claims from Vera Whole Health to NextCare



HR & Risk Management Updates

Thank You!

Ryan Saxby

HRRM Director

City of Flagstaff

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