

Human Resources

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The Human Resources Department's staff and Safety Coordinator provide personnel services to all Mishawaka Civil City and Utility departments. Services provided include recruiting and hiring, staff development, benefits management and education, policy development, and safety education and training.

In 2017, the City of Mishawaka Activate Health Clinic saw tremendous participation from City employees and their spouses. Among the clinic's 4,728 appointments, 82% of employees and 80% of insured employee spouses visited the clinic at least once in 2017. 6,874 prescriptions were filled on-site at no charge to employees. The clinic expanded its hours in 2017 and has added new procedures, all of which is improving the health of our workforce and helping maintain the City's health insurance costs at reasonable levels.

Workforce

In 2017, Human Resources received 487 applications for employment and hired 24, including 6 police officers and 5 firefighters, bringing the total workforce to 551. Seasonal employment increased the total by 110 in our Parks and Central Services departments. The workforce was reduced by 28 separations, including 14 retirements. Several key positions were filled through promotions and new hires.

Safety Department

Over the years, employee safety has become an increasingly important priority for the City of Mishawaka. Through continued awareness and education, we have strived to maintain a safe working environment free of recognized occupational hazards. While 2016 was our most outstanding year for the lowest amount of OSHA recordable injuries and illnesses, it was nearly matched in 2017. The past 2 years have been the lowest 2-year cycle on record. It has been over 9 years since anyone at City Hall has missed any time due to a work-related injury. It has also been more than 3 years since anyone at the Electric, Water or Parks Departments has missed any time due to a work-related injury. The City's Safety Committee, consisting of departmental representatives, will begin its 12th consecutive year of meeting to discuss safety enhancement. The increasingly proactive approach to safety by our employees has been evident, and we will continue to be innovative when it comes to the overall safety of the employees of the City of Mishawaka.