

PERSONNEL COMMITTEE MEETING
Monday, September 14, 2015 – 8:05 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Phillips; Alderpersons Slowinski, Mrozek, Patton

EXCUSED: Alderperson Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Attorney Beveridge; Clerk Moe;
Alderperson(s) Ryan, Doxtator, Kneebone; Morrow;
Director(s) Lemke, Schatschneider, Schrader; Assistant Chief
Gemza; Interim Chief Skibba; Barb Jacob; Nate Enwald ~ PC
Gazette; Brandi Makuski ~ SPCT; Larry Lee ~ WSAU: Human Resource
Manager Jakusz

Chairman Phillips called the meeting to order.

1. Amendment to Administrative Policy 2.06 – Promotions and Transfers.
Human Resource Manager Jakusz indicated that the policy formerly addressed promotions and transfers for management employees. Post Act 10 and with the implementation of the pay plan for both hourly and management employees, the policy needed to be amended. Motion by Alderman Slowinski, second by Alderperson Mrozek to approve the amendment to Administrative Policy 2.06. Ayes all, nays none. Motion carried.
2. Amendment to Administrative Policy 2.07 – (relating to step up pay for temporary job assignments).
Several modifications to this section were approved at the August 2015 Personnel Committee meeting. This is the last section of the policy to be amended. The policy amendments to this section will allow for a standardized process for hourly employees in both the Streets and Parks Department when working in a higher classification.

Mayor Wiza reiterated that although this amendment isn't perfect, it provides a known and standardized method to follow when determining what to pay employees working out of their classification and is an improvement over how it has been handled in the past.

Motion by Alderman Patton, second by Alderman Slowinski to approve the amendment to Administrative Policy 2.07. Ayes all, nays none. Motion carried.

3. Amendment to Administrative Policy 2.14 – Hiring Procedures.

This amendment is the result of discussion held at the Special Personnel Committee meeting in August.

Mayor Wiza stated that Alderman Patton suggested a change to the policy.

Motion by Alderman Patton, second by Alderperson Mrozek to approve the amendment to Administrative Policy 2.14. Ayes all, nays none. Motion carried.

4. FICA Alternative for Seasonal Employees.

Human Resource Manager Jakusz referenced the cover memo from Comptroller / Treasurer Ladick that was included in the packet along with the informational piece relating to FICA Alternative Retirement Plans.

Comptroller / Treasurer Ladick stated that the City hasn't been able to afford an increase for the Seasonal Parks employees for several years. He is looking for options that will allow the City a way to provide a pay increase for these employees. He feels the FICA Alternative Plan will allow for this and provide a better deal for these employees. Currently employees pay 6.2% into FICA and the City pays a matching amount. Under the FICA Alternative Plan, employees would pay 7.5% into a retirement account that would be set up in their name; the City would use the pool of funds they'd save from their 6.2% contribution to fund the cost of the pay increase. Comptroller / Treasurer Ladick said he would like to include the School Crossing Guards in this plan as well.

Alderman Slowinski questioned whether employees would have a choice to participate in the FICA Alternative Plan or Social Security Program. Comptroller / Treasurer Ladick stated they would not. All employees in the group the City designates as participants in the FICA Alternative Plan would be in that plan.

Barb Jacob stated that the funds saved by the City in year one would be used to offset a pay increase; what about savings from subsequent years?

Aldersperson Kneebone stated that she is conflicted about this proposal based on her own experience. She stated that she had worked for an employer that was exempt from Social Security and it has resulted in a negative impact on her monthly Social Security benefit. She understands the proposal provides a short-term raise, but feels the long-term needs to be considered as well.

Aldersperson Mrozek asked how many employees work more than a summer or two. Director Schrader replied that just a handful of employees return each year and that no one has been here for 20 years.

Motion by Alderman Patton, second by Alderman Slowinski to approve the implementation of the FICA Alternative Plan. Ayes all, nays none. Motion carried.

5. Discussion and possible action on Side Letter with IAFF Local 484 relating to annual performance evaluations.

Human Resource Manager Jakusz stated that at the August meeting the Personnel Committee approved the extension of the timeline to commence bargaining with IAFF Local 484 to allow time for the FD management staff to meet with union officials and come to an agreement over a new performance evaluation process.

The parties did come to agreement on an updated process that will be utilized by the FD yet this year. The Union has already met and signed off on the side letter.

The Committee asked Assistant Chief Gemza about the modified evaluation process. He replied that he is excited about the new process and stated that many employees have worked hard on drafting the new process and he feels it will be a great improvement.

Aldersperson Mrozek moved to approve the Side Letter with IAFF Local 484 relating to annual performance evaluations, Alderman Slowinski seconded. Ayes all, nays none. Motion carried.

6. Motion by alderman Slowinski, second by Alderman Patton to adjourn into closed session (8:31 p.m.) pursuant to Wisconsin State Statute 19.85(1) (f) [considering medical histories of specific persons which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories] to consider a request for leave of absence without pay.

Roll Call: Phillips, Slowinski, Mrozek, Patton

Ayes all, nays none. Motion carried.

7. Motion by Alderman Patton, second by Alderman Slowinski to reconvene into open session (8:47 p.m.) for action on the request for leave of absence without pay.

Roll Call: Phillips, Slowinski, Mrozek, Patton

Ayes all, nays none. Motion carried.

Motion by Alderman Patton, second by Alderman Slowinski to approve an unpaid leave of absence through Tuesday, November 17, 2015. Ayes all, nays none. Motion carried.

8. Adjournment – 8:49 p.m.