

PERSONNEL COMMITTEE MEETING  
Monday, November 10, 2014 – 6:02 p.m.  
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson Phillips; Alderpersons Moore, Patton, Wiza,  
Walther

OTHERS

PRESENT: Mayor Halverson; C/T Ladick; City Attorney  
Beveridge; Alderpersons R. Stroik, M. Stroik, Slowinski,  
Trzebiatowski, Doxtator, O'Meara; Directors Schrader,  
Ostrowski, Schatschneider; Chief Finn; A/C Skibba; Dennis  
Laidlaw; Steve Louis; Barb Jacob; Armin & Cindy Nebel;  
Lindsey Ryan; Tori Jennings; Bob Fisch; Santha Bickford; Sue  
Beveridge; Sue Acolay; Melanie Kuolt, Stan Wysocki; Nate  
Enwald ~Portage County Gazette; Brandy Makuski ~ SPCT;  
Sari Lesk ~ SPJ; Human Resource Manager Jakusz

Chairman Phillips called the meeting to order.

1. Amendment to Administrative Policy 3.01

Human Resource Manager Jakusz explained that this amendment is tied to compliance with the Patient Protection and Affordable Care Act, specifically, the "pay or play" provision.

Alderman Wiza moved to approve the amended version of the policy, Alderman Walther seconded. Ayes all, nays none. Motion carried.

2. Request to create eligibility list for Bus Operator

Human Resource Manager Jakusz referred to the memo included in the packet from Director Lemke. She added that the request is not for adding additional positions, but to create a list in advance to streamline the process when a vacancy occurs.

Alderman Walther moved to approve the request to establish an eligibility list, Alderman Moore seconded. Ayes all, nays none. Motion carried.

3. Motion by Alderman Wiza, second by Alderman Patton to adjourn into closed session (6:05 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 two requests for a leave of absence without pay.

Roll Call: Phillips, Patton, Moore, Wiza, Walther

Ayes all, nays none. Motion carried.

4. Motion by Alderman Wiza, second by Alderman Moore, to reconvene into open session (6:25 p.m.) for action on the requests for leave of absence without pay.

Roll Call: Phillips, Patton, Moore, Wiza, Walther

Ayes all, nays none. Motion carried.

Motion by alderman Wiza, second by Alderman Moore to approve the extension of the leave of absence without pay request ("A") through December 11, 2014. Ayes all, nays none. Motion carried.

Motion by Alderman Wiza, second by Alderman Moore to approve the leave of absence without pay request ("B") through December 17, 2014. Ayes all, nays none. Motion carried.

Adjournment ~ 6:29 p.m.

**\*\* CITY OF STEVENS POINT \*\***  
**ADMINISTRATIVE POLICY**

Policy Title: Standard Benefits

Policy No. 3.01

Date of Issuance: December 18, 1989

Revision Date: 2-90, 5-90, 10-93, 8-03, 3-07, 9-08, 3-10, 6-13, 11-13, 2-14, 7-14

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8. Temporary and Part-Time Employees

- A. Temporary Employees - Limited fringe benefits are provided except for Social Security and retirement (provided they work 1,200 hours in the year and have a reasonable expectation of working the following year). Those employees eligible for Wisconsin Retirement Fund will also be offered Income Continuation and Minnesota Mutual Life Insurance. Health insurance ~~may be purchased entirely at the employee's expense.~~ **will be offered only when required by applicable state and federal law, including but not limited to the Patient Protection and Affordable Care Act. Premiums will be based on the number of hours worked in the previous year as a percentage of 2080 hours.**
- B. Part-Time Employees - All benefits will be prorated based on the number of hours worked in the previous year as a percentage of 2080 hours.