

Meeting Minutes

Personnel Committee

Monday, September 12, 2005 - 6:05 P.M.

Multi-Purpose Room - Lincoln Center

1519 Water Street Present: Chairman Molski, Alderpersons Barber, Wiza, Hanson, Robinson

Also Present: Mayor Wescott; Comptroller-Treasurer Schlice; City Attorney; Chief Morris; Lt. Kudronowicz; Captain Dowling; Amy Hewitt; Kim Zvara; Assessor Kuehn; Surveyor Hild, Fleet Maintenance Supervisor Laidlaw; Chief Barnes; Directors Gardner, Schrader; Chief Barnes; Peggy Rentz; Alderpersons Barr, Stroik, Trzebiatowski, Moore, Walther; Jami Gebert - Main Street Manager; Gene Kemmeter - Portage County Gazette; Personnel Specialist Jakusz

Chairman Molski called the meeting to order.

Index of these Minutes:

1. Request approval of amendment to Administrative Policies:
 - 3.02 E - Bonus Days Section.
 - 3.03 2A - Meal Allowance Section.
2. Discussion and action on the reclassification request submitted by the Police Department Dispatchers.
3. Adjournment.

1. Request approval of amendment to Administrative Policies:

3.02 E - Bonus Days Section

3.03 2A - Meal Allowance Section

Personnel Specialist Jakusz stated that she is revising the recommendation included in the packet cover memo that the revision to the Bonus Days portion of the policy be retroactive to 1/1/2003 to be consistent with the AFSCME groups. She added that the revision of the Meal Allowance Section was necessary to be in compliance with the IRS guidelines.

Alderman Wiza moved, Alderman Robinson seconded, all ayes to approve the revisions to Section 3.02 E - Bonus Days Section and 3.03 2A - Meal Allowance Section.

2. Discussion and action on the reclassification request submitted by the Police Department Dispatchers.

Chairman Molski referenced the audit report that was included in the agenda packet. Alderman Barber questioned whether the dispatchers would be getting an additional increase. Personnel Specialist Jakusz responded that her recommendations didn't include a pay increase for the dispatchers, but included a review of the work schedule to have two dispatchers working a higher percentage of time; to review call-in procedures for other city departments and outside agencies; to consider reverting back to hours previously followed by the records bureau to reduced window traffic the dispatchers handle Monday through Friday.

Alderman Hanson asked what the cost of the request is. Personnel Specialist Jakusz responded that the request was for an additional \$2.00 per hour retroactive to 1/1/2003. A \$2.00 per hour increase totals \$4,160 annually times six dispatchers times 2.5 years is \$62,400. Alderman Hanson voiced concern over the cost during our current budgetary situation.

Chairman Molski asked Chief Morris to comment on the recommendations. He responded that a number of areas need to be reviewed such as the potential for joint dispatch or co-location of dispatch with Portage County, computer changes (parking ticket program), review of the records area to see if it's feasible to relocate the dispatch center closer to the records bureau. He added that he would like to avoid putting officers back in dispatch, but would like to see double coverage in dispatch for 20 out of 24 hours per day.

Chairman Molski moved, Alderman Wiza seconded to refer the recommendations contained in the audit report back to the Police Department Administration for further study and review and to deny the requested pay increase. Motion carried on a vote of 4 to 1, Robinson dissenting.

3. Adjournment - 6:18 p.m.

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