

Meeting Minutes

PERSONNEL COMMITTEE MEETING

Monday, October 11, 1999 - 6:15 P.M.

City Water Department - 300 Bliss Avenue

Present: Chairman Rackow, Alderpersons Sevenich, Walther, Pazdernik, Kedrowski

Also

Present: Director Gardner, Mayor Wescott, C/T Schlice, Clerk Zdroik, Alderpersons Perlak, Barr, Aldinger, Nealis, Phillips, Niedbalski; Mayoral Assistant Bumgarner, Police Captain Daubert, Assessor Kuehn, Personnel Specialist Jakusz, County Personnel Director Freiberg, City Intern Lori LaBeau, Susan Kampmeier (Journal), Scott Krueger (WIZD), Gene Kemmeter (Portage County Gazette)

1. Request to refill vacancy - Assessor s Office.

Assessor Kuehn, in a memo addressed to Mayor Wescott, is asking permission to refill the vacancy in the Assessor s Office. Assessment Technician Diane Kolodziej resigned from her position and accepted a job with the Stevens Point School District. This is a budgeted position.

Ald. Pazdernik moved, Ald. Walther seconded, to approve the request to refill the vacant position in the Assessor s Office.

Ayes, all; nays, none. Motion carried.

2. Consider change in co-pay structure for health insurance for management employees and COBRA/retiree participants.

The proposed change will increase the out-of-pocket cost share for the employees from \$50 to \$100 for the single plan and from \$100 to \$200 for the family plan effective January 1, 2000. This change will affect the management employees, individuals who are participating in the City s he fund through the COBRA continuation and retirees from the City and the three bargaining units (Police, Fire and Water Departments) that are settled. ahead to reflect the change.

Personnel Specialist Jakusz indicated the purpose of bringing this change forward now is to allow affected employees to plan appropriately for their Section 125 plan (pre-tax flexible spending benefit) for calendar year 2000.

Ald. Sevenich moved, Ald. Kedrowski seconded, to change the co-pay structure for the health insurance for management employees, the COBRA/retiree participants and the three bargaining units that are settled, effective January 1, 2000.

Ayes, all; nays, none. Motion carried.

3. 1999 Reclassification requests (Police Department, Administrative Services).

Secretary - Police Department - This reclassification request was originally presented at the Personnel Committee s September 1999 meeting representative from AFSCME Local 348 presented additional information at the September meeting. Since that time, discussion and review of the reclassification request occurred between the Police Department Management team and the City Personnel staff.

The recommendation regarding the request to reclassify this position is unchanged. No reclassification is warranted at this time.

Ald. Pazdernik moved, Ald. Walther seconded, to follow the County Personnel Director s recommendation to leave the Secretary position in th Police Department the way it is.

Ayes, all; nays, none. Motion carried.

Telecommunications Coordinator - The reclassification request for this position came before the Personnel Committee at its meeting last September. Action on this request was deferred to the October meeting. Subsequent discussion and review of the position occurred between the Telecommunications Coordinator and City Personnel staff. The recommendation to reclassify this position to Grade II has been revised. It is now recommended to create a Grade II-A for this position.

Ald. Pazdernik questioned the need to create Grade II-A when the Grade II and Grade II-A are compensated the same. Job description is a separate item, the alderperson said.

County Personnel Director Freiberg stated the Grade II-A has some distinctive features from those in Grade II. She said the only reason for placing this position in the Grade II-A level, with the same compensation as Grade II, is for recognition to say that in the Grade II-A level, the duties are distinct and different.

Ald. Kedrowski moved, Ald. Pazdernik seconded, to leave the compensation rate for the Telecommunications Coordinator as recommended and leave the position at Grade II, midpoint step.

Ayes, all; nays, none. Motion carried.

4. Adjournment - 6:30 P.M.

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