

PERSONNEL COMMITTEE MINUTES

Monday, July 11, 2011

The Personnel Committee of the City of Manitowoc met in the Second Floor Conference Room, 900 Quay Street, Manitowoc, Wisconsin on July 11, 2011 at 5:15 p.m. Members present were Chair Chris Able, Alderpersons McMeans, Schema, Hennessey and Thennes. Others present were Mayor Nickels, Alder Sladky, Val Mellon, Randy Junk, Beth Kirchman, Greg Wuensch, Mike Huck, Chad Scheinoha, Billy Hutterer, Derek Muench, Tracey Temme, Lisa Temme, and Deb Geiger, HR & Safety Coordinator.

1. The meeting was called to order at 5:15 p.m.

It was determined agenda items 3 & 15 would not be addressed at this meeting.

2. Public Input. There was no public input.
3. Update on expenses to-date regarding legal counsel for union negotiations. Alder Able presented the June 2011 invoice. Further detail was requested regarding the June 9 services and will be provided at the next meeting.
4. Advisory from Mayor regarding possible letter to Police and Fire Unions requesting they contribute toward their pension. Mayor Nickels advised the committee that it was his intent to request voluntary contributions from the Police and Fire Bargaining units toward their pension plan and an increase in health insurance premium contribution. There was no objection to the Mayor's intent. No action was taken.
5. Discussion and possible action on DPW grievances.
 - a) Sanitary Sewer Repair and Equipment Usage.
 - b) Private Contracting, Marina Maintenance, Equipment Usage.It was determined the issues would be heard as a matter of hearing concerns of the DPW employees. Beth Kirchman, Teamsters Business Agent, presented the two grievances numbered 1104 and 1105 which took place prior to enactment of Wisconsin Acts 10 & 32. Val Mellon explained the process of the decision by management to proceed with the actions. A motion was made by Alder Thennes and was seconded by Alder McMeans to table the grievances. All members voted in favor of the motion. That vote being 5-0.
6. Discussion regarding a cost/savings analysis of DPW employee contributions to health insurance and WRS and the recall of personnel. Deb Geiger presented the cost analysis. No action was taken.
7. Discussion and possible recommendation regarding the recall of laid off DPW personnel. Val Mellon presented a request to consider the recall of several

employees previously laid off from the DPW. It was determined no recalls would occur until the preliminary 2012 budget has been prepared. A motion was made by Alder Hennessey and was seconded by Alder Thennes to table the request for recall until the August meeting when a preliminary 2012 budget may be available. All members voted in favor of the motion. That vote being 5-0.

8. Discussion regarding the recall process to be used in the event of a recall of laid off employees. This item was not taken up at this time.
9. Overview of draft Employee Policy Manual. Deb Geiger presented an initial draft of an Employee Policy Manual for discussion and consideration at a future special meeting to be held on August 22, 2011 at 5:00 p.m.
10. Discussion and possible recommendation regarding pre-tax status of WRS employee contributions. This item did not need to be addressed as the Employee Trust Funds had made a determination regarding the issue.
11. Discussion and possible recommendation regarding a request by the Police Chief to fill a vacant Clerk Typist I position at the Police Department. Filling the position which was created by a posted vacancy was previously approved by the oversight committee. A motion was made by Alder Hennessey to recommend to the Common Council approval of filling the vacant Clerk Typist I position at the Police Department. Alder Schema seconded the motion. All members voted in favor of the motion. That vote being 5-0.
12. Update on request by AFSCME City Hall and WWTF to commence negotiations on base wages for 2012. Deb Geiger advised the Committee of the notice from AFSCME to commence negotiations.
13. Update regarding the Rahr-West Art Museum Director hiring process. Deb Geiger advised the Committee that phone interviews were ongoing.

Convene in Closed Session

A motion was made by Alder Hennessey and was seconded by Alder Schema to convene in closed session. Schema, McMeans, Thennes, Hennessey and Able voted in favor by roll call vote to convene in closed session. The Committee convened in closed session at 6:14 p.m.

14. Discussion regarding strategy of Fire Supervisors Association contract negotiations.
*****Redacted – Closed Session*****
15. Discussion regarding the Finance Director/Treasurer applicants and hiring process.
*****Redacted – Closed Session *****

Reconvene in Open Session

A motion was made by Alder Schema to reconvene in open session. The motion was seconded by Alder Hennessey. All members voted by roll call vote to reconvene in open session. The Committee reconvened in open session at 6:44 p.m.

16. Schedule the next Personnel Committee meeting. It was determined the next regular meeting would be held on Monday, August 8, 2011 at 5:15 p.m.

13. Adjourn. The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Debra Geiger
Human Resources & Safety Coordinator