



Common Council Conference Room
8040 S. 6TH Street
Oak Creek, WI 53154
(414) 766-7000

PERSONNEL COMMITTEE

Wednesday, DECEMBER 12, 2018
1:00 P.M.

Michael Toman - Chair
Kenneth Gehl
Richard Duchniak

The City's Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

1. Roll Call

Alderman Toman called the meeting to order at 1:00 p.m.

Committee members present: Alderman Toman, Alderman Duchniak. Also present: Finance Director Bridgette Souffrant, Police Chief Anderson, and Fire Chief Rosandich, Assistant Fire Chief Kressuk Human Resources Manager Rogers, Administrative Intern Bernhoft.

2. Approval of Minutes from November 28, 2018 Personnel Committee meeting

Alderman Duchniak made a motion to approve the minutes of November 28, 2018; seconded by Alderman Toman. All aye, motion carried.

3. Review and consider approval of tuition reimbursement requests for John Martin, Battalion Chief of Ops

Fire Chief Rosandich explained to the Alderman that Martin is just finishing up his bachelors and this is just a standard request. Alderman Toman asked if this is the normal start date at the end of January, to which Chief Rosandich answered yes.

Alderman Duchniak made a motion to approve the tuition reimbursement request for John Martin, Battalion Chief of Ops. Seconded by Alderman Toman, all aye. Motion carried.

4. Review and consider approval of tuition reimbursement requests for Laura Wing, Firefighter/Paramedic

Fire Chief Rosandich explained that this is similar to John's request and this is another standard request.

Alderman Duchniak made a motion to approve the tuition reimbursement request for Laura Wing, Firefighter/Paramedic. Seconded by Alderman Toman, all aye. Motion carried.

5. Review and consider approval of tuition reimbursement requests for Maribel Teresi, Police Dispatcher

Police Chief Anderson stated that Teresi originally asked for 15 credits in reimbursement which he denied. He denied this because Teresi is also a full-time dispatcher and he is within his rights to deny that request. This new request is for classes that are Criminal Justice related and go through the end of next year. Toman asked if approving 6 requests at once and Anderson said yes and that he explained to Teresi that even though they are approved, she still needs to maintain and prove the grades for each individual course to receive reimbursement and if she does not complete them she will have to cover the costs herself.

Alderman Duchniak made a motion to approve the tuition reimbursement request for Maribel Teresi, Police Dispatcher. Seconded by Alderman Toman, all aye. Motion carried.

6. Consider request to contingency hire for a potential vacancy due to retirement of Firefighter

Fire Chief Rosandich explained to the committee that the rotation of Firefighters is low right now due to the scheduling and out of action Firefighters. Chief Rosandich is requesting to move ahead on the open position from a future retiring Firefighter. Due to the timing of the year, Chief Rosandich wants to hire with contingencies in order to move the hiring process along and get the new hire ready for training. Alderman Toman asked about the retiring Firefighter and if the person has made an official date yet, to which Chief Rosandich explained this employee was ready to retire earlier but due to another Firefighter being out on medical leave, this employee decided to stay on and help during this time. Since no official date has been set this hire has to be contingent just in case the potential retirement is delayed and the extra Firefighter does not fit in the budget. Assistant Chief Kressuk stated he is confident the new hire would not conflict with the potential retirement of the current employee and this approval just allows the Fire Department to get a head start on the process.

Alderman Duchniak made a motion to approve a contingency hire for a potential vacancy due to retirement of Firefighter. Seconded by Alderman Toman, all aye. Motion carried.

7. Consider request to contingency hire for potential vacancy due to duty disability status of Firefighter/Paramedic

This approval will allow the Fire Department to move the process along fast and will help retain good potential candidates before they get an offer from another department. Alderman Duchniak asked Finance Director Souffrant if this will be an issue to approve not knowing the status of the current employee, to which Director Souffrant responded this contingency wording in the hiring documents protects the "what if" scenarios from impacting the budget.

Alderman Duchniak made a motion to approve a contingency hire for potential vacancy due to disability status of Firefighter/Paramedic. Seconded by Alderman Toman, all aye. Motion carried.

8. Approve the request to hire new Police Officer position created in the 2019 budget

Alderman Duchniak made a motion to approve the request to hire a new Police Officer position created in the 2019 budget. Seconded by Alderman Toman, all aye. Motion carried.

9. Consider request to contingency hire a police officer to backfill the potential retirement of a Detective

Police Chief Anderson is requesting to add a new police officer to backfill the potential retirement of a Detective. Chief Anderson stated that although there is no official retirement date similar to the Firefighter mentioned previously, the Detective has made it abundantly clear they will be retiring and their desk is already been emptied. This approval will allow the Police Department to finish the hiring process and determine if a candidate will be eligible for the training program before the January deadline, if not this process will be delayed for six months. Chief Anderson explained the steps involved in hiring a new officer and that this approval will help secure a good candidate before they receive another officer in a different department.

Alderman Duchniak made a motion to approve a contingency hire a Police Officer to backfill the retirement of a Detective. Seconded by Alderman Toman, all aye. Motion carried.

10. Adjourn

Alderman Toman made a motion to adjourn at 1:50 p.m.; seconded by Alderman Duchniak. All aye; motion carried.