

PERSONNEL COMMITTEE MEETING
MINUTES
WEDNESDAY, JULY 24, 2019, 1:00 P.M.

1. Ald. Toman called the meeting to order at 1:03 PM.
2. On roll call the following alderpersons were present: Ald. Toman, Ald. Duchniak and Ald. Gehl.

Also in attendance was City Administrator Andrew Vickers, Police Chief Anderson, Fire Chief Thomas Rosandich, Assistant Administrator/Comptroller Bridget Souffrant, Human Resources Manager Judy Rogers, and Intern (Administration) Josh Allain.

3. *Ald. Gehl, made a motion to approve the minutes of the June 26, 2019; Ald. Duchniak seconded. Unanimously approved.*

4. **Request to pre-fill the Executive Administrative Assistant Position at PD**

Sue Ventela has advised the Chief that she plans to retire from the City effective December 31, 2019. Chief Anderson is requesting to fill the vacancy early because this is such a critical position. Allowing as much time as possible for Sue to train whoever is hired. The position will be posted internally and externally with the goal of the individual starting by Oct 1, 2019. No significant budget impact of paying two salaries for one position for approximately 3 months.

Ald. Duchniak made a motion to approve the request to pre-fill the Executive Administrative Assistant position at PD; Ald. Gehl seconded. Unanimously approved.

5. **Request to fill Firefighter / Paramedic position at FD**

Chief Rosandich would like to fill a Firefighter/Paramedic vacancy due to resignation of Firefighter Roger Kieffer on July 5, 2019.

Ald. Gehl made a motion to approve the request to fill a Firefighter/Paramedic vacancy with the FD; Ald. Duchniak seconded the motion. Unanimously approved.

6. **Discuss current status of health insurance.**

Mrs. Souffrant advised the committee that the run out period with Advanced Medical Pricing Solutions (AMPS) ended as of June 28. The health insurance team (Mrs. Souffrant, Ms. Rogers and Mrs. Lenda) are now working through any questions regarding facility claims. The volume of questions from our employees is very low at this point.

The contract agreements with Ascension and Aurora have been fully signed and executed. Claim payments should be completed by BAS the second week in August 2019.

7. Adjourn.

Ald. Gehl made a motion to adjourn at 1:27 PM.; Ald. Duchniak seconded. Unanimously approved.

Dated this 24 day of July, 2019
Posted 07/22/2019

Public Notice

Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Oak Creek City Clerk at 766-7000, by fax at 766-7976, or by writing to the ADA Coordinator at the Oak Creek Health Department, 8040 S. 6th Street, Oak Creek, Wisconsin 53154.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice