

Personnel Committee Meeting Minutes
February 12, 2020
1:00 p.m.

Item 1. Call Meeting to Order

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

Item 2. Roll Call

Committee members present: Ald. Toman, Ald. Duchniak and Ald. Gehl.

Also Present: Gallagher, Area Vice President, Valerie Hansen, City Administrator Andrew Vickers, Fire Chief Mike Kressuk, Assistant City Administrator Bridget Souffrant, Human Resources Manager Judy Rogers, and Management Intern Josh Allain.

Item 3. Approval of Minutes from January 08, 2020

Ald. Duchniak made a motion to approve the minutes of January 8, 2020; seconded by Ald. Gehl. All aye; motion carries.

Item 4. Presentation by Arthur J Gallaher & Company

Arthur J Gallagher & Company representative Ms. Hansen delivered a presentation in regards to the future of the City's health initiatives. As stated, the current system is one of using a Health Risk Assessment (HRA) to determine whether employees contribute 10% or 15% towards their health insurance premium. Gallagher presented an alternative plan of shifting to a wellness program and removing the HRA. All employees would then contribute only 10% to their health insurance premium.

Action on this item deferred to future Personnel Committee meeting.

Item 5. Review and Consider approval of tuition reimbursement request for Firefighter/Paramedic Michael Rainy.

Ald. Gehl made a motion to approve the tuition reimbursement for Firefighter/Paramedic Michael Rainy; seconded by Ald. Duchniak. All aye; motion carries.

Item 6. Review and Consider approval of tuition reimbursement request for Battalion Chief Scott Kasten

Ald. Toman commented that these requests must be submitted in a timely manner.

Ald. Duchniak made a motion to approve the tuition reimbursement for Battalion Chief Scott Kasten; seconded by Ald. Gehl. All aye; motion carries.

Item 7. Review and Consider approval of modification to Battalion Chief PTO Schedule.

It has become clear to Fire Chief Mike Kressuk through recent hires and with his past experiences in this process, that the position of Battalion Chief has a comparative disadvantage in its PTO Schedule. Recent openings in this position has shown a gap in PTO days between Lieutenant and the Battalion Chief, as expressed by potential hires. With the Battalion Chief receiving less overall PTO days Lieutenants have been reluctant to apply for this position and lose some of their yearly PTO. This change will even out the PTO days and allow for a wider range of applicants in the future.

Ald. Gehl made a motion to approve the modification to Battalion Chief PTO Schedule for current hiring process and to include in Personnel Policy Manual; second by Ald. Toman. All aye; motion carries.

Item 8. Discussion regarding Draft Personnel Policy Manual

Years in the making (since 2012) and three Human Resource Managers during the duration, a final version of the Personnel Policy Manual has finally been completed. This manual will replace all other City work rules and policies previously issued. This new manual does not replace Departmental rules and regulations, and collective bargaining agreements. It was prepared to inform all employees and to provide for the orderly and efficient operation of the City

A draft of the PPM was presented to all Department Directors at the Nov 19, 2019 LLT meeting to provide feedback. The items presented today was put forth to Directors at the February 6, 2020 LLT meeting.

A timeline for completing the review of the Personnel Policy Manual by March 25, 2020 was presented to the Personnel Committee.

Item 9. Adjourn

Ald. Toman made a motion to adjourn at 2:33 p.m.; seconded by Ald. Duchniak. All aye; motion carries.

Dated this 12th day of February, 2020
Posted 12/10/2020

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