

Personnel Committee Meeting Minutes
September 9, 2020
12:30 p.m.

Item 1. Call Meeting to Order

Ald. Toman called the meeting to order at 12:34 p.m.

Item 2. Roll Call

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

Also Present: City Administrator Andrew Vickers, Police Chief Steve Anderson, Captain David Stecker, Fire Chief Mike Kressuk, Information Technology Manager Kevin Koenig, and Human Resources Manager Judy Rogers.

Item 3. Approval of minutes from 08/26/2020

Ald. Duchniak made a motion to approve the minutes of 08/26/2020; seconded by Ald. Gehl. All aye; motion carries.

Item 4. Review and consider approval of tuition reimbursement request for Battalion Chief Scott Kasten.

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

Item 5. Review and discuss 2021 Personnel request from the following Departments or Divisions:

- a. Dispatch – Discussed need for two new dispatch positions based on the ability to provide the same working conditions as would be expected in most jobs, such as breaks, uninterrupted lunch periods, PTO and limit the amount of OT.
- b. Police – Define pre-hiring, contingency hire and increase to staffing. In the case of pre-hiring an officer is hired with the anticipation of other officers retiring, resigning or being on an extended LTD that will result in a vacancy; staffing level is not actually increased and overlapping of wages is only for 6 to 12 months max. also a permanent position will be filled. In the case of the contingency hire the replacement person may or may not end up with a permanent position with the PD. Lastly, in the case of increase to staff this is actual decrease to the fund balance as this will result in an increase staffing level from 62 to 64 FTE.
- c. Fire – Discussion centered around a part-time Inspector position being created for 20 hours per week or 1040 hours/year at an estimated cost of \$29K. This position would not WRS eligible and recruitment would be for a retired firefighter. If not feasible, then a shared position with City of Franklin could be possible with maybe an increase cost for this position to \$40K.
- d. Information Technology has capacity of \$20K in current budget and has submitted increase in the IGA contract with South Milwaukee from \$19K to \$40K; SM on board with increase and has been submitted to their Council. This would result in only an additional \$3,857 need to fund a new position. By hiring current Intern this allowed IT to evaluate person ability before hiring someone permanently. If and when person in the positions leaves then the position could be converted back to an Intern position.

Item 6. Consider a motion to convene into closed session pursuant to Wis. Statutes Section 19.85(1)(c), (e) and (g)

Ald. Toman made a motion to convene into closed session at 3:03 p.m. pursuant to Wisconsin State Statutes Section 19.85 (1)(c), (e) and (g); seconded by Ald. Gehl. All aye; motion carries.

- a) *Employee's request for thirty-day unpaid leave of absence for medical reason.*
- b) *Options to terminate employment for medical reason.*

Item 7. Consider a motion to reconvene into open session.

Ald. Toman made a motion to reconvene into open session at 3:07 p.m.; seconded by Ald. Duchniak. All aye; motion carries.

Item 8. Consider a motion to take action on any closed session item, if necessary.

Ald. Duchniak made a motion to approve a 30-day unpaid leave of absence for an employee due to their serious health condition; seconded by Ald. Gehl. All aye; motion carries.

Item 9. Adjournment.

Ald. Gehl made a motion to adjourn at 3:09 p.m.; seconded by Ald. Duchniak. All aye; motion carries.

Dated this 9th day of September, 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