

Personnel and Finance Committee Meeting Minutes
June 13, 2023
9:30 A.M.

Item 1. Call Meeting to Order

Ald. Gehl called the meeting to order at 9:33 A.M.

Item 2. Roll Call

Committee members present: All Committee members present.

Also Present: City Administrator Andrew Vickers, Assistant City Administrator (ACA) Max Gagin, Human Resources (HR) Manager Toni Vanderboom, City Clerk Catherine Roeske, Deputy Clerk Christa Miller, Fire Chief Mike Kressuk, and City Engineer Matthew Sullivan.

Item 3. Approval of minutes from 5/10/2023

Ald. Kurkowski made a motion to approve the minutes of 5/10/2023, seconded by Ald. Gehl. All aye; motion carried.

Item 4. Consider a motion to recommend the Common Council approve a Memorandum of Understanding (MOU) between the City of Oak Creek and International Association of Firefighters (IAFF) – Local 1848 regarding Article 40 of the Labor Agreement.

IAFF – Local 1848 leadership was made aware of the recent Oak Creek Professional Police Officer's Association (OCPPA) MOU adjusting their residency requirement and requested a similar MOU to update Article 40 of their Labor Agreement to provide for the same residency requirement as OCPPA employees and non-represented public safety employees. This request was made to and supported by Fire Chief Michael Kressuk as means to remain competitive when recruiting new Firefighter/Paramedics at the Oak Creek Fire Department.

Ald. Gehl made a motion to recommend the Common Council approve a Memorandum of Understanding (MOU) between the City of Oak Creek and the International Association of Firefighters (IAFF) – Local 1848 regarding Article 40 of the Labor Agreement, seconded by Ald. Ruetz. All aye; motion carried.

Item 5. Review of paid leave for non-represented employees.

HR Manager Vanderboom presented the results of a comparative analysis of paid leave among neighboring and comparable municipalities and found that only one other municipality (West Allis) has transitioned to a PTO model versus a traditional vacation/sick model. Additionally, the results showed that Oak Creek non-represented employees' PTO balance lag behind the average of the identified communities by approximately 5-11 days throughout their career.

The comparative review highlights the following lacks in our current PTO policy and schedule:

- PTO levels are too low regardless of years of service in the organization.
- It takes too long before PTO accruals increase.
- PTO accrual amounts reach the maximum too late in a non-represented employee's career with the City of Oak Creek.
- The City of Oak Creek does not currently have a short-term disability program in lieu of sick leave, which often leads to non-represented employees with FMLA events going unpaid during their time off work.

Discussion ensued among Committee members and staff on a variety of paid leave items. Ultimately, the Committee understood that Oak Creek current PTO policy and schedule lacks compared to neighboring and comparable municipalities, and that more discussion needs to be had on finding a solution to right-size non-

represented employees' PTO. The Committee asked staff to conduct additional research to see if we can find other local governments in Wisconsin who utilize a PTO model and provide copies of their PTO policies and schedules.

Item 6. Discuss the Personnel & Finance Committee's regular meeting date and time.

ACA Gagin ask the Committee to review their regular meeting date and time as there have been new members who have joined in the past year. The Committee agreed via consensus to move the Personnel & Finance Committee's regular meetings to the second and fourth Wednesdays of the month at 10:30 A.M.

Item 7. Adjournment.

Ald. Gehl made a motion to adjourn at 10:31 A.M., seconded by Ald. Kurkowski. All aye; motion carried.

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, fax at 766-7976, or write 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.