

## PERSONNEL COMMITTEE MINUTES

Thursday, February 17, 2011

The Personnel Committee of the City of Manitowoc met in the Council Chambers at City Hall, 900 Quay Street, Manitowoc, Wisconsin on February 17, 2011 at 5:15 p.m. Members present were Chair Chris Able, Alderpersons McMeans, Hennessey, Olson and Schema. Alder Olson was absent. Others present were Mayor Nickels, Assistant Recreation Director Denise Larson, Fire Chief Manis, Michael Huck, Valerie Mellon, Billy Hutterer, Mike Sgarioto, James Dufek, Scott Moran, Jason Pielhop, Alders Sladky, Levendusky, Brey and Soeldner, Dave Schultz, Lee Gauthier, Judy Fuerbringer, J.J. Ploederl and Deb Geiger, Human Resources & Safety Coordinator.

1. The meeting was called to order at 5:15 p.m.
2. Public Input. None.
3. Discussion regarding the Seasonal Hiring Policy. Denise Larson presented modifications to the Seasonal Hiring Policy including changes to the age requirements for some positions and adding a position of Senior Center Instructor II. Minors would not be allowed to work unsupervised by an adult. The Committee asked that an amended policy be brought to the next Committee meeting.
4. Discussion and possible approval of Fire Department out-of-state travel request for a Firefighter to attend a conference at the Fire Academy regarding Forensic Evidence Collection. Chief Manis presented the request along with Jason Pielhop. Pielhop is the most senior investigator, has applied, and has been accepted to attend the conference. The cost is \$130.48 meal ticket. There is no overtime anticipated and the balance of the fees and expenses are fully funded by the federal government. Alder Hennessey made a motion to approve the travel request. Alder Schema seconded the motion. All members voted in favor of the motion. That vote being 5-0.
5. Discussion of bargaining strategy suggestions in lieu of layoffs. Chair Able asked the Committee for suggestions regarding possible cost reductions available to the City in lieu of layoffs. Alder Brey presented several options and related cost reductions of those options to the Committee for consideration.
6. Convene in Closed Session. Alder Hennessey made a motion which was seconded by Alder McMeans to convene in closed session. All members voted in favor by roll call vote to convene in closed session at 6:11 p.m.

## CLOSED SESSION

7. Discussion regarding Teamsters bargaining/arbitration status and strategy. Labor Attorney Susan Love appeared by phone. She stated that the Teamsters filed for arbitration and mediator needs to be assigned. A preliminary final offer needs to be submitted by the City when a mediator is assigned.
8. Discussion regarding Police Patrol bargaining status and strategy. Love stated that the Police Patrol contract expired in 2010. Health insurance plan change will be on the table and meetings are being scheduled.
9. Consultation with legal counsel regarding Firefighter contract language opinion. Susan Love presented a history of the negotiations and how the language came to exist in the labor agreement based on interviews and notes related to the bargaining process.

Alder Olson left the meeting at 7:07 p.m.

10. Reconvene in Open Session. A motion was made by Alder McMeans and was seconded by Alder Hennessey to reconvene in open session. All members present voted in favor by roll call vote at 7:35 p.m.

## OPEN SESSION

11. Discussion of status of Finance Director/Treasurer interview process. Telephone interviews will be scheduled with qualified applicants.
12. Discussion of status of Director of Human Resources/Risk Manager hiring process. Alder Hennessey made a motion to proceed with the hiring process using the current position description and wage scale. Alder Schema seconded the motion. All members present voted in favor of the motion. That vote being 4-0.
13. Discussion of potential cost reductions related to Central States and the City's Health, Dental, Vision and Wellness Plan benefits and premiums. Deb Geiger presented information related to the plan design and cost comparisons of the two plans.
14. Discussion and possible recommendation regarding the hiring of three Firefighters. Chief Manis presented the request to replace two and one additional Firefighter. Alder Hennessey made a motion to hire two Firefighters to get to a staffing level of 52. Alder McMeans seconded the motion. Alder Hennessey then amended her motion to include that one would be hired as a back-fill and the other as a new hire for 2010. Alder McMeans seconded the amended motion. All members present voted in favor of the motion. That vote being 4-0.

15. Schedule next meeting. It was agreed a meeting would be scheduled before the first Council meeting in March to address items number 4&5 from the agenda.

16. Adjourn. A motion was made by Alder Hennessey and was seconded by Alder Schema to adjourn the meeting. The meeting was adjourned at 8:06 p.m.

Respectfully submitted,

Debra Geiger  
Human Resources & Safety Coordinator