

PERSONNEL COMMITTEE MINUTES

Monday, November 14, 2011

The Personnel Committee of the City of Manitowoc met in the Second Floor Conference Room, 900 Quay Street, Manitowoc, Wisconsin on November 14, 2011 at 5:15 p.m. Members present were Chair Chris Able, Alderpersons McMeans, Hennessey and Schema. Others present were Mayor Nickels, Val Mellon, Brian Helminger and Deb Geiger, HR & Safety Coordinator.

1. The meeting was called to order at 5:22 p.m.
2. Public Input. None.
3. Discussion and possible approval of minutes of previous Personnel Committee meetings. Alder McMeans made a motion to approve the minutes as drafted for the meetings of October 10 and November 1, 2011. Alder Schema seconded the motion. All members present voted in favor of the motion. That vote being 3-0.
4. Update on expenses regarding legal counsel for union negotiations. Deb Geiger previously sent the committee members copies of the invoice along with a year-to-date accounting of expenses. No action was taken.
5. Discussion and possible action recommendation regarding filling a vacant position of Operator at the Wastewater Treatment Facility.

Alder Hennessey arrived at the meeting at 5:25 p.m.

Brian Helminger, Wastewater Treatment Facility Superintendent presented the request to fill the vacant position. Alder McMeans made a motion to recommend approval to fill the vacant position. Alder Schema seconded the motion. All members present voted in favor of the motion. That vote being 4-0.

6. Discussion regarding health insurance premiums as it relates to retirees. Deb Geiger, Human Resources & Safety Coordinator presented a history of claims experience relative to premiums collected for the retiree group in the City's self funded health plan. The committee was advised that premiums for retirees on the health plan would increase by 20% for the year 2012 in an effort to begin closure of the gap between claims and premiums collected. No action was taken.
7. Schedule next regular Personnel Committee meeting. It was determined the next regular Personnel Committee meeting would be held on December 12, 2011 at 5:15 p.m.
8. Schedule next Personnel Committee meeting related to the Employee Policy Manual. It was determined the next meeting would be held on December 1, 2011 at 4:30 p.m.

Convene in Closed Session

A motion was made by Alder Hennessey and was seconded by Alder Schema to convene in closed session. Hennessey, Schema, McMeans and Able voted in favor by roll call vote to convene in closed session. The Committee convened in closed session at 5:56 p.m.

9. Discussion regarding options concerning the vacancy in the position of Director of Human Resources/Risk Manager.

Reconvene in Open Session

A motion was made by Alder Hennessey to reconvene in open session. The motion was seconded by Alder Schema. All members voted by roll call vote to reconvene in open session. The Committee reconvened in open session at 6:13 p.m.

10. Adjourn. The meeting was adjourned following the Closed Session, as there were no further agenda items for consideration.

Respectfully submitted,

Debra Geiger
Human Resources & Safety Coordinator