

PERSONNEL COMMITTEE MINUTES

Monday, December 12, 2011

The Personnel Committee of the City of Manitowoc met in the Second Floor Conference Room, 900 Quay Street, Manitowoc, Wisconsin on December 12, 2011 at 5:15 p.m. Members present were Chair Chris Able, Alderpersons McMeans and Hennessey. Others present were Mayor Nickels, Bill Manis, Tim Herzog and Deb Geiger, Director of Human Resources/Risk Manager.

1. The meeting was called to order at 5:17 p.m.
2. Public Input. None.
3. Discussion and possible approval of minutes of previous Personnel Committeemeetings. Alder Hennessey made a motion to approve the minutes as drafted for the meeting of November 14, 2011. Alder McMeans seconded the motion. All members present voted in favor of the motion. That vote being 3-0.

Alder Braunel arrived at 5:20 p.m.

Convene in Closed Session

A motion was made by Alder Hennessey and was seconded by Alder McMeans to convene in closed session. Hennessey, McMeans, Braunel and Able voted in favor by roll call vote to convene in closed session. The Committee convened in closed session at 5:21 p.m.

4. Discussion and possible action regarding tentative agreement for a successor labor agreement with the Firefighters Local 368. Mayor Nickels presented the tentative agreement.

Alder Schema arrived at 5:24 p.m.

Alder Brey arrived at 5:31 p.m.

Reconvene in Open Session

A motion was made by Alder Hennessey to reconvene in open session. The motion was seconded by Alder Braunel. All members voted by roll call vote to reconvene in open session. The Committee reconvened in open session at 5:56 p.m.

5. Update on expenses regarding legal counsel for union negotiations. Deb Geiger previously provided the committee members copies of the invoice along with a year-to-date accounting of expenses. No action was taken.

6. Discussion and possible recommendations regarding the positions of Director of Human Resources and Finance Director/Treasurer. A motion was made by Alder Braunel and was seconded by Alder Schema to recommend renewing the hiring process for the positions. Following a discussion, Alder Braunel made a friendly amendment to the motion to include allowing for contract employment for the positions. The amended motion was seconded by Alder Schema. The motion was further amended by Alder Braunel to include direct hire, contract employment, or contract services to fulfill the duties of the positions. Alder Schema seconded this motion. All members voted in favor of the motion. That vote being 5-0.
7. Health insurance update. Deb Geiger advised the Committee that adjustments have been made relative to the health plan premiums to accomplish a \$195,000 budget reduction. No action was taken.
8. Schedule next regular Personnel Committee meeting. It was determined the next regular Personnel Committee meeting would be held on January 9, 2012 at 5:15 p.m.
9. Schedule next Personnel Committee meeting related to the Employee Policy Manual. It was determined the next meeting would be held on December 19, 2011 at 6:00 p.m. prior to the Common Council meeting.
10. Adjourn. A motion was made by Alder Schema to adjourn the meeting. Alder Braunel seconded the motion. All members voted in favor of the motion. That vote being 5-0. The meeting adjourned at 6:28 p.m.

Respectfully submitted,

Debra Geiger
Director of Human Resources/Risk Manager