



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Summary Agenda - Final Personnel Committee

Monday, July 6, 2015

5:00 PM

Council Chambers

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. CONSENT AGENDA

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS.

Any Committee Member may request removal of any item from the Consent Agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the Consent Agenda shall be separately considered.

[15-688](#) Approval of June 1, 2015 Personnel Committee Minutes.

Attachments: [PC Minutes 06-01-15](#)

[15-689](#) Review of legal fees billed out through Human Resources.

Attachments: [OUTSIDE LEGAL COUNSEL FOR HR 2015 Costs](#)

[15-690](#) Review of legal fees billed out through Attorney's Office for Municipal Court prosecution.

Attachments: [City Atty Outside Legal Fees](#)

[15-691](#) Report out on Health Plan Funding.

Attachments: [Med Den 0515](#)

[15-692](#) Report out of Human Resources Initiatives.

Attachments: [HR Update July 2015](#)

[15-693](#) Report out of City Attorney's Initiatives.

Attachments: [Atty Update](#)

APPROVAL OF CONSENT AGENDA

5. DISCUSSION AND ACTION ITEMS

[15-687](#) Planning Department Out of State Travel Request - EPA Brownfields Conference.

Attachments: [Out of State Travel Training Request-EPA Sparacio](#)

[15-702](#) Police Department Out of State Travel Training Request - UMUG User Group.

Attachments: [Out of State Travel PD UMUG](#)

[15-726](#) Discussion and Possible Action on Onsite Clinic Partnership with School District.

[15-684](#) Wage Range Adjustments for 2016.

Attachments: [CDC 2014-15 Salary Increase Survey](#)

[15-685](#) Time and One-Half Pay for Non-Exempt Employees on Holidays.

Attachments: [Non Exempt Holiday Pay](#)
[Resolution Non Exempt Holiday Pay](#)

[15-696](#) Shift Premium Language in Employee Policy Manual.

Attachments: [Shift Premiums](#)
[Resolution Shift Premiums](#)

[15-697](#) Tuition Reimbursement Policy.

Attachments: [Resolution Tuition](#)
[Tuition Reimbursement Policy 2016](#)

6. CONVENE IN CLOSED SESSION

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The specific subject matter that may be considered in closed session is:

- [15-708](#) Discussion on Performance of HR Director and City Attorney.
- [15-686](#) Discussion and Possible Action on Performance of Recreation Division Manager.

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The specific subject matter that may be considered in closed session is:

- [15-386](#) Fire Department Mediation/Arbitration Update.

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(f) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

The specific subject matter that may be considered in closed session is:

- [15-704](#) Extension of Leave of Absence Request for Police Department Employee.
- [15-709](#) Leave of Absence Request for DPI Employee.

7. RECONVENE IN OPEN SESSION

- [15-686](#) Discussion and Possible Action on Performance of Recreation Division Manager.
- [15-386](#) Fire Department Mediation/Arbitration Update.
- [15-704](#) Extension of Leave of Absence Request for Police Department Employee.
- [15-709](#) Leave of Absence Request for DPI Employee.

8. Adjournment

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 920-686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.