



# City of Manitowoc

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

## Meeting Agenda

### Personnel Committee

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Tuesday, September 8, 2020

6:00 PM

Council Chambers. Meeting also available via  
Remote Conferencing

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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.

This meeting will be held in Council Chambers and is also being conducted via remote conferencing software. Members of the public may call to listen in at 1-312-626-6799 , Meeting ID: 896 5989 5375, Password:677594.

Those wishing to make public comment should email [dcharney@manitowoc.org](mailto:dcharney@manitowoc.org) or call 686-6995 with their comment no later than 3:00 p.m. Central the day of the meeting.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc, or a standing committee of that body, 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

[20-0865](#) Approval of August 3, 2020 Personnel Committee Minutes

**Attachments:** [08-03-2020 Final Meeting Minutes.pdf](#)

[20-0866](#) Review of Legal Fees Billed out Through August, 2020-Human Resources

**Attachments:** [OUTSIDE LEGAL COUNSEL FOR HR Costs.pdf](#)

- [20-0867](#) Report out on Health Plan Funding  
**Attachments:** [Med Den FAR 0720.pdf](#)
- [20-0868](#) Report out of Human Resources Initiatives September, 2020  
**Attachments:** [HR Update September 2020.pdf](#)
- [20-0869](#) Report out of City Attorney's Initiatives September, 2020  
**Attachments:** [Aug 2020 Attorney Update.pdf](#)

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.

## 5. Discussion and Action Items

- [20-0864](#) USI (formerly ABRC) Presentation of Health Care Plan Recommendations for 2021  
**Attachments:** [September 8 Personnel Mtg PP v2.pdf](#)
- [20-0862](#) Request Approval to Update GIS Coordinator Job Description  
**Attachments:** [Planner-GIS Duties Memo.pdf](#)  
[GIS Coordinator with tracked changes 8.2020.pdf](#)
- [20-0863](#) Request Approval of Telework Policy  
**Attachments:** [Memo PC.Council Telework Policy.pdf](#)  
[Draft Telework Policy 5.2020.pdf](#)  
[Work From Home Guidelines and Procedures 8.2020 approved.pdf](#)
- [20-0872](#) Request for Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel  
**Attachments:** [Res to hire Madeline Blaser for seasonal employment 2020.pdf](#)

## 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)(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:

[20-0227](#) Firefighter Bargaining

**Attachments:** [Fire Bargaining Costs 2018 to Date.pdf](#)  
[2019 Wage Information.pdf](#)

[20-0898](#) Police Contract Bargaining

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:

[20-0878](#) Discussion on Finance Director Recruitment

## 7. Reconvene in Open Session

[20-0227](#) Firefighter Bargaining

**Attachments:** [Fire Bargaining Costs 2018 to Date.pdf](#)  
[2019 Wage Information.pdf](#)

[20-0898](#) Police Contract Bargaining

[20-0878](#) Discussion on Finance Director Recruitment

## 8. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail [cityattorney@manitowoc.org](mailto:cityattorney@manitowoc.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.