

PERSONNEL COMMITTEE MINUTES

Monday, August 9, 2010

The Personnel Committee of the City of Manitowoc met in the Second Floor Conference Room, 900 Quay Street, Manitowoc, Wisconsin on August 9, 2010 at 5:00 p.m. Members present were Chair Chris Able, Alderpersons McMeans, Olson and Schema. Others present were Kevin Glaeser-Fleet Manager, Val Mellon-Director of Public Works/City Engineer, Scott Moran-Local 368 representative, Chuck Olson-Local 368 representative, Fire Chief Bill Manis, Mike Huck-DPW Business Manager, Todd Blaser-Deputy Fire Chief, Kristen Clark-Director of Human Resources/Risk Manager and Deb Geiger-Human Resources and Safety Coordinator.

1. The meeting was called to order at 5:00 p.m.
2. Approval of July 12, 2010 Personnel Committee Minutes. A motion was made by Alder McMeans and was seconded by Alder Schema to approve the Personnel Committee Minutes of July 12, 2010. All members present voted in favor of the motion. That vote being 4-0.
3. Public input of items germane to the Personnel Committee as authorized by Section 19.84(2) of the Wisconsin Statutes. There was no public input.
4. Out of state travel request by Fleet Manager for attendance at the National Faster Conference from October 17-20, 2010. Val Mellon and Kevin Glaeser presented the request. Faster was identified as the software that tracks billing, fuel, maintenance and stockroom inventory for the DPW mechanics.

Alder Soeldner arrived at the meeting at 5:03 p.m.

Glaeser indicated that there would be funds available from a conference that was previously approved but not attended. The Faster conference was attended about three to four years ago and software updates have been purchased since that time. Both Kevin Glaeser and Sue Reilly would attend the conference. The City currently uses 60% - 70% of the Faster system and attendance at the conference is expected to significantly increase that percentage. The Faster system also tracks cost and depreciation per vehicle the City owns.

Alder Hennessey arrived at the meeting at 5:06 p.m.

Alder Olson made a motion to approve the request as submitted by the Fleet Manager. Alder McMeans seconded that motion. All members voted in favor of that motion, that vote being 5-0.

Kristen Clark briefly described the protocol for the grievance hearing by the Personnel Committee. Alderman Able indicated that the Union asked for a Closed Session.

At 5:10 p.m. a motion was made by Alder Olson and was seconded by Alder Hennessey to convene in Closed Session. All members voted in favor by a role call vote to convene in Closed Session.

CLOSED SESSION

OPEN SESSION

7. Discussion and possible action on grievance filed by Firefighters Local 368 regarding staffing procedures to be followed for long distance out of town transports. Alder McMeans made a motion which was seconded by Alder Schema to grant the grievance. All members voted in favor of that motion. That vote being 5-0.

8. Out of state travel request by Fire Chief for four firefighters to attend Firefighters Rescue International in Chicago on August 27, 2010. Chief Manis presented the request for out of state travel. He indicated that there would be no fee to attend the conference. Sheboygan County had rented a charter bus which would transport the individuals. The individuals to attend would be the Fire Chief, Battalion Chief Tim Herzog, Battalion Chief Karl Koch and an undecided individual who deals with training and software. The food allowance would be a maximum of \$51 per person and there would be no overtime related to the conference. A motion was made by Alder Hennessey to approve attendance at the out of state conference. The motion was seconded by Alder McMeans. All members voted in favor of the motion. That vote being 5-0.

9. Schedule future meeting. The next regularly scheduled Personnel Committee meeting is set for Monday, September 13th at 5:15 p.m.

10. Adjourn. At 5:51 p.m. Alder Schema made a motion which was seconded by Alder Olson to adjourn the meeting. The meeting was adjourned.

Respectfully submitted,

Debra Geiger
Human Resources and Safety Coordinator