

**HUMAN RESOURCES COMMITTEE
MINUTES – June 18, 2018**

MEMBERS PRESENT: Ruth Ludwig, Craig Sutherland, Jack Sweeney

OTHERS PRESENT: Debbie Bergstrom, Todd Janigo, Cammi Koneczny, Mayor Paine, Steve Roberts, Jon Shamla, Jenny Van Sickle

Dan Olson was excused.

The meeting was called to order at 4:00 pm.

1) Approve 5/21/18 HRC meeting minutes.

Motion by Sweeney, seconded by Sutherland, to approve the 5/21/18 HRC meeting minutes. APPROVED

2) Request to Fill Positions:

A) Light Equipment Operator-Street Division

Motion by Sutherland, seconded by Sweeney, to approve the request to fill Light Equipment Operator-Street Division. APPROVED

3) Review survey of Wisconsin Cities/Counties offer of health insurance to part-time employees.

Motion by Sweeney to further study this and see what other cities our size are doing, and how they pro-rate benefits offered.

Motion failed.

4) Approve Revised Policies:

A) Non-Union Salary & Benefits Policy/Handbook, Section 4-Length of Service: Add verbiage to further define Length of Service per Mayor's memo. (referred from 3/19/18, 4/16/18, & 5/21/18 HRC meetings)

Motion by Sutherland, seconded by Ludwig, to approve the Mayor's recommended Length of Service language be added to the existing language in the handbook. APPROVED

Sweeney opposed.

B) Non-Union Salary & Benefits Policy/Handbook, Section 11-Health/Dental Insurance (A) & (A)(2): Remove reference and eligibility for coverage for part-time employees. (referred from 3/20/18 City Council meeting – 4/12/18 Finance Committee meeting item)

C) Non-Union Salary & Benefits Policy/Handbook, Section 16-Benefits for Other Than Regular Full-time Employees, A-Part-time Employees: Remove eligibility for health/dental coverage for part-time employees. (referred from 3/20/18 City Council meeting – 4/12/18 Finance Committee meeting item)

No action taken.

5) **Discussion to review City-wide Staffing Needs (requested by Councilor Fennessey).**

Motion by Sutherland, seconded by Sweeney, to hold this item in committee.

APPROVED

6) **HRC's Informational Review of Handbook Sections 1-4.**

No action required.

7) **Receive and File:**

A) **Monthly Personnel Report for May 2018.**

Motion by Sutherland, seconded by Ludwig, to receive and file the Monthly Personnel Report for May 2018.

APPROVED

8) **Human Resources Department update.**

No action required.

Ludwig adjourned the meeting at 5:10 pm.