

MINUTES

MEETING OF THE PERSONNEL COMMITTEE

Date: Thursday, April 28, 2011 – 5:00 p.m., in the Hall of Fame Room at City Hall.

Personnel: Members Present: Greg Jenson, Paul Lawrence, Larry Peterson, Mayor Donna Olson. Members Excused: Sonny Swangstu.

Others Present: City Clerk Kelly Michaels, Lieutenant Pat Conlin.

Call to Order: City Clerk Michaels noted there was a quorum present and called the meeting to order at 5:00 pm.

Election of Chair / Vice Chair: City Clerk Michaels solicited nominations for the position of Chair. Alderperson Lawrence nominated Greg Jenson. No other nominations were made and nominations were closed.

Motion by Lawrence, second by Peterson to cast a unanimous vote for Greg Jenson to the position of Chair. Motion carried 3-0.

Jenson took control of the meeting and solicited nominations for the position of Vice Chair. Alderperson Peterson nominated Paul Lawrence. No other nominations were made and nominations were closed.

Motion by Peterson, second by Jenson to cast a unanimous vote for Paul Lawrence to the position of Vice Chair. Motion carried 3-0.

Set Regular Meeting Schedule (date, time location): It was the consensus of committee members to set their regular meeting schedule for the 4th Monday of every month at 5:30 pm., in the Hall of Fame Room at City Hall.

Request to Increase Part-time Dispatcher Pool of Workers: It was explained that the City of Stoughton runs shifts that cover dispatch services 24 hours a day, seven days a week. This service is covered by full time dispatchers with part time dispatchers being called to cover shift vacancies during vacations, sick, training or other leave times. The pool of part-time dispatchers is limited in that there are only three of them and since they all work other jobs, they are not always available for use. When the pool of part-time dispatchers is unavailable to provide coverage, the Police must hold over a full time dispatcher to provide coverage in an overtime situation. In fiscal terms, it is more favorable to increase the pool of part-time dispatchers to increase the chances of having a part time person available when those vacancies occur than to hold a full time dispatcher over at a higher rate of pay. Increasing the pool of part time dispatchers has no fiscal impact to the city as we are required to provide service perpetually and using a part time dispatcher to cover a full time vacancy works towards the goal of reducing expensive overtime.

Members reviewed the Dispatch part-time versus over-time summary presented by Lt. Pat Conlin.

Motion by Lawrence, second by Peterson to hire part-time dispatchers as necessary to increase the numbers available to work from the dispatcher pool. Motion carried 4-0.

Communications: Jenson thanked Alderperson Eric Hohol for his years of service on the Personnel Committee.

Alderperson Lawrence questioned the status of the Parity issue from the previous agenda. Michaels explained for the benefit of new members that the Parity issue was related to the 5.8% contribution requirement that will be required by non-represented employees to begin at the time the court order is lifted and it becomes law. Represented employees would not be required to pay this until their contracts have expired. The matter was brought before the committee last month to see if they would be interested in recommending parity for 2011 "in concept" for non-represented employees as funds are already budgeted in 2011. She indicated the committee had asked that staff work with the Finance Director to provide a fiscal impact and plan of action, however until there is an effective date of the law, any plan or fiscal impact would still be conceptual. The committee was not comfortable with the parity resolution when it was presented in concept and felt there needed to be concrete numbers. Nothing has changed as it is still under court order and we don't know when it would start.

Mayor Olson noted they should consider reviewing the Stoughton Work Rules to make sure they are up to date in anticipation of union contracts expiring and that the work rules cover all employees. Jenson asked that it be placed on the next agenda.

Mayor Olson suggested we also take a look at our Health Insurance as well.

Motion by Lawrence, second by Peterson to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 5:30 pm.

Respectfully submitted,

Kelly Michaels, CMC, WCMC
City Clerk/Personnel Director