

AGENDA
PERSONNEL COMMITTEE

Tuesday, January 8, 2013

City Hall, Room 207

Immediately following Finance but not before 5:45 p.m.

MEMBERS: Chair Nicholson, Ald. Kocha, Ald. DeWane, Ald. Sladek

1. Roll Call.
2. Adoption of the Agenda.
3. Approval of the minutes of the meeting of November 13, 2012.
4. Request to fill the following vacancies.
 - a. Purchasing Manager – Finance/Purchasing
 - b. Business/Grant Manager – Finance & Transit
 - c. Assistant Public Works Director – Public Works
 - d. Building Custodian I – PRF/City Hall Maintenance
 - e. Part-time Cleaner – PRF/City Hall Maintenance
 - f. Facility/Equipment Supervisor – Parks, Recreation & Forestry
 - g. Park Maintenance Workers (4 positions) – Parks, Recreation & Forestry
 - h. Community Service Interns (5 positions) – Police
 - i. Animal Control Interns (2 positions) – Police
 - j. Patrol Officer (3 positions) - Police
 - k. Sr. Mechanic – Fire
 - l. Sr. Property Manager – Planning/Housing Division
5. Request by Human Resources to approve the reclassification of the Account Clerk II in Purchasing to an Account Clerk III position under the AFSCME Bay Area Contract effective upon approval of the City Council.
6. Request by Human Resources to approve the reclassification of Fire Chief from pay grade 43 with additional holiday and EMT-P pay to pay grade 44 with no additional holiday and EMT-P pay effective upon appointment of the new Fire Chief.
7. Request by Ald. Nicholson to review the Web & Graphic Designer job description and compensation.
8. Request by Ald. Nicholson to review the Assistant Police Chief job description.
9. Request by Ald. Nicholson, per the request by Ald. DeWane, to provide a report on overtime received by DPW Operations supervisory staff (2008 to present).
 - a. All pay outside of base pay received by DPW Operations supervisory staff including compensatory time.

- b. Overtime earned at straight time and overtime earned at time and a half.
 - c. Standby/on-call pay.
10. Discussion with possible action on options regarding transports by the Police Department.
 11. Update and discussion regarding labor negotiations.

The Committee may convene in closed session pursuant to § 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to § 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

12. Request by Ald. Nicholson to review Personnel Action Forms as part of the Personnel Committee.
13. Report of routine Personnel Actions for regular employees and seasonal Park Dept. employees.

- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT WWW.CI.GREEN-BAY.WI.US.
- 2) **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodation should contact the City Safety Manager at 448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) **QUORUM:** Please take notice that it is possible that additional members of the Council may attend this committee meeting, resulting in a majority or quorum of the Common Council. This may constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) **REPRESENTATION:** The party requesting the communication, or their representative should be present at this meeting.