

MINUTES
PERSONNEL COMMITTEE
Tuesday, February 26, 2013
City Hall, Room 207
5:00 p.m.

Members Present: Vice Chair Amy Kocha, Ald. Tom DeWane, Ald. Tom Sladek

Members Excused: Chair Andy Nicholson

Others Present: Director Lynn Boland, Director Dawn Foeller, Chief Tom Molitor, Chief Mike Niefert, City Attorney Tony Wachewicz and others

1 Roll Call.

2. Adoption of the Agenda.

A motion to adopt the agenda was made by Ald. Sladek, seconded by Ald. DeWane. Motion carried unanimously.

3. Approval of the minutes of the meeting of February 12, 2013.

A motion to approve the minutes of the meeting of February 12, 2013 was made by Ald. Sladek seconded by Ald. DeWane. Motion carried unanimously.

4. Request by the Fire Department for out-of-state travel for two employees to attend the Scott Certified Air Supplied Technician Course in Kalamazoo, Michigan, March 19 – 21, 2013.

A motion to approve out-of-state travel for two employees to attend the Scott Certified Air Supplied Technician Course in Kalamazoo, Michigan, March 19 – 21, 2013 was made by Ald. DeWane, seconded by Ald. Sladek.

Ald. Sladek inquired why the two employees who are trained on this equipment stepped down and how long did they hold the position. Chief Niefert stated the employees were in the positions for approximately two and half years. Chief Niefert stated it is unusual to have both technicians step down at the same time. These positions are usually staffed by a lead technician and an apprentice. In this case, the apprentice did not want to be the lead technician and also stepped down. These positions require a lot of work that has to be fit in among their other daily activities. In addition, the employees are restricted to the one fire station where the equipment, meters, gauges and computers are located and sometimes the employee wants to move to another station and they can't do it unless they resign the position. Chief Niefert stated the department is working with Human Resources to develop a plan for staffing these positions in the future. It's unfortunate to lose both at once, but that's what happened. Ald. Sladek will

support the motion, but would like the department to continue to look at ways to increase the longevity in the positions.

Motion carried unanimously.

5. Recommendation from the Police Chief on the animal control service contracts with the Villages of Allouez and Ashwaubenon and the City of DePere.

Chief Molitor gave a brief overview of the average response time for animal service calls in 2011 and 2012 and explained that for calls where there is a distinct dispatch and arrival time in CAD, the average time between dispatch and arrival was 9.5 minutes. This response is based on a total of 5,850 calls for service that had relevant timestamps that allowed for calculation. The calculation included those calls that were self-generated by animal control officers, many of whom had no wait time as the call was initiated by the officer and the officer was already on the scene. These self-initiated calls total about 2,400. When you average the response time after the self-initiated calls have been subtracted from the total, the average response time is approximately 16 minutes. Based on information received from city officials that citizens are complaining about response time for animal service calls, my recommendation is to contact the jurisdictions with whom the City is contracting and give notice to end our service.

A motion to give 30-day notice to end the animal control service agreements with the Villages of Allouez and Ashwaubenon and the City of DePere made by Ald. DeWane, seconded by Ald. Sladek.

Ald. Kocha asked how much lead time would be needed for the jurisdictions to make sure they can provide their own animal control services. Chief Molitor stated the earlier analysis showed there were 112 calls total from these jurisdictions in 2011 and 2012 and feels thirty days is an appropriate notice in order for them to develop an alternative. Chief Molitor stated that Ashwaubenon has Community Service Interns who handle the majority of their current calls, but is not familiar with the systems that Allouez and DePere have in place. Ald. Kocha inquired if the City would be willing to give more time, such as sixty days if one of the jurisdictions was having an issue setting up a system for dealing with animal control calls. Ald. DeWane feels thirty days notice is appropriate. Ald. Sladek supports thirty days notice, but would be willing to consider additional time if requested.

Motion carried unanimously.

6. Update and discussion regarding labor negotiations.

Director Boland stated there is no update at this time.

A motion to receive and place on file the update on labor negotiations was made by Ald. DeWane, seconded by Ald. Sladek. Motion carried unanimously.

7. Report of Routine Personnel Actions for regular employees.

A motion to receive and place on file the routine report of Personnel Actions for regular employees was made by Ald. Sladek and seconded by Ald. DeWane. Motion carried unanimously.

There being no further business, a motion to adjourn was made by Ald. DeWane and seconded by Ald. Sladek at 5:10 p.m. Motion carried unanimously.

Respectfully submitted,
Peggy Barden
Recording Secretary