

## PERSONNEL COMMITTEE

Tuesday, September 24, 2013

City Hall, Room 207

Following Finance Committee, but not before 6:15 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 September 10, 2013.
4. Request to fill the following positions and all subsequent vacancies resulting from internal transfers.
  - a. Human Resources Assistant – Human Resources
  - b. Park Maintenance Worker – Parks, Recreation & Forestry
5. Request to fill the following position and all subsequent vacancies resulting from internal transfers and reclassify the position from Business Development Planning Specialist (Business/Industrial Park Emphasis) Pay Grade 33 to a Project and Program Manager at Pay Grade 34.
6. Request to approve the classification placement of the following positions in the Administrative Salary Schedule, effective with the start of the payroll in which October 1, 2013 occurs.
  - a. Appraiser I – General Employees (Non-Exempt), Pay Grade 32
  - b. Appraiser II – General Employees (Non-Exempt), Pay Grade 33
  - c. Appraiser III – Directors, Managers and Professionals (Exempt), Pay Grade 36
7. Request for out-of-state travel for 2-Fire Mechanics to attend the 19<sup>th</sup> Annual Spartan Chassis Fire Truck Training Conference from October 6 – 10, 2013 in Lansing, Michigan.
8. Report of Routine Personnel Actions for regular employees.
9. 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.

- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT [www.greenbaywi.gov](http://www.greenbaywi.gov)
- 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.