

MINUTES
PERSONNEL COMMITTEE

Tuesday, July 12, 2016
City Hall, Room 207
4:30 p.m.

Members Present: Ald. Steuer, Ald. Moore, Ald. Sladek, Ald. DeWane

Others Present: Ald. Dorff, Director Boland, Director Grenier, Director Cramer, Asst. City Forester Pelot, and others

1. Roll call.

2. Adoption of the Agenda.

A motion to adopt the agenda and take item 5 before 4 was made by Ald. DeWane, seconded by Ald. Sladek. Motion carried unanimously.

3. Approval of the minutes from the June 14, 2016 meeting.

A motion to approve the minutes from the June 14, 2016 meeting was made by Ald. Sladek seconded by Ald. DeWane. Motion carried unanimously.

4. Request to reclassify the vacant Photo ID Technician position (\$18.40-\$20.44/hour) to a Criminalistic Specialist position in accordance with Bay Area Administrative Salary Schedule (\$23.99-\$28.22/hour).

A motion to approve the request as presented was made by Ald. DeWane and seconded by Ald. Moore. Motion carried unanimously.

5. Request to Request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers.

- a. Truck Driver – Public Works
- b. Bridgetender – Public Works
- c. Senior Landscape Architect – Parks, Recreation & Forestry
- d. Benefits Specialist – Human Resources
- e. Criminalistic Specialist – Police, pending reclassification per item 5.

A motion to approve 4a - e was made by Ald. DeWane and seconded by Ald. Sladek. Motion carried unanimously.

6. Request to approve out of state travel for Brian Pelot, Asst. City Forester to train on Emerald Ash Borer (EAB) treatment and research at BioForest Technologies in Sault Ste. Marie, Ontario, August 29-31, 2016 at no cost to the City for transportation or room or board.

A motion to approve the request as presented was made by Ald. DeWane and seconded by Ald. Moore.

Ald. Moore inquired if BioForest Technologies utilizes alternative methods of treatment other than chemicals such as wasps that are being used in Iowa. Asst. City Forester Pelot indicated BioForest is an organic compound used exclusively by their company. Outside of the application of the compound, the City is also working with BioForest Technologies on prison traps, including detection, monitoring techniques and management strategies for dealing with EAB. The City is already using the parasitic non-stinging wasps.

Motion carried unanimously.

7. Request by Ald. Steuer to receive an update on the Health 1265 program.

Ald. Steuer indicated he'd met recently with Director Boland and several employees about the program. As with any new program, there have been questions and concerns and he asked Director Boland to provide an update.

Director Boland reviewed the timeline and approval process for implementing the program. Meetings were held with employees at various locations throughout the City, including City Hall, Park Shop, DPW West Side Garage, Police Department and Water Utility to review the program and assist employees with devices. In addition, a number of communications were sent to employees along with the Health 1265 Program booklet. Of the 465 employees who are eligible to participate, 352 or 75% have signed up to participate. Human Resources will reach out to the remaining 113 employees to assist them in signing up.

Ald. Steuer understands the program was rolled out, but feels some employees haven't had the opportunity to hook up. There may be a disconnect.

Ald. DeWane heard from many people they didn't get the opportunity to attend a meeting, whether it was due to the time or location. Secondly, not all employees have the opportunity to participate in the 1.5 mile weekly Walk with the Mayor. There should be other opportunities for employees to earn these points even if they aren't walking with the Mayor.

Director Boland stated there are a number of ways for employees to earn points. The program wasn't designed so employees have to participate in all the activities. The Mayor has been doing the heart challenge program for some time. This activity was originally scheduled for September, but the Mayor expanded the program throughout the summer and asked to have points applied to it. There are many other ways to get points; employees get points for just walking. During the month of July, if an employee averages 5,000 steps per day, they will earn 150 points, plus the 50 points for meeting the monthly goal of 125,000 steps.

Ald. DeWane stated earning points for the Walk with the Mayor is not obtainable for all employees. Ald. Moore suggested not giving points for Walk with the Mayor as a way to be fair to all employees.

Director Boland stated some of departments have worked with their employees to allow them to walk with the Mayor. For example, Director Grenier is allowing DPW employees to come over on their lunch break.

Discussion followed on options in order to give all employees the same opportunity to earn points for the 1.5 mile walk whether it's walking with the Mayor or during the employees regular scheduled lunch hour.

Ald. Steuer raised a concern about the fairness of employees with sedentary jobs versus those with more active jobs. Director Boland noted the current step challenge is City Hall versus the rest of the City and the rest of the City is crushing City Hall right now. Employees with sedentary jobs have to push themselves, which is the purpose of the program to get people moving. Ald. Steuer asked about pre-existing conditions. Director Boland stated if someone has a pre-existing condition, alternatives for earning points may be provided, or the requirement may be waived. There are a couple of situations that have been waived.

Ald. Steuer believes the concept is good and the program sends a good message to the community, but it's hard to be consistent across the board. Ald. Steuer then inquired about the origin of the FAQ sheet. Director Boland replied the FAQ sheet is a list of questions received from employees and answered by Human Resources. Ald. Steuer wants to make sure everyone had the opportunity to attend meetings and learn about the program. Director Boland explained meetings were held at various locations throughout the City during work time and the rooms were full. For example, approximately 150 employees attended the meetings held at DPW. There are always bumps the first year a program is rolled out. In planning for next year, the City has hired a new Wellness Coordinator who will work with a committee of representatives from various departments to help develop the program for next year.

Ald. Moore's concern is why employees are contacting Ald. Steuer and Ald. DeWane rather than contacting HR. It appears some employees are more comfortable reaching out to the elected policy makers than they are to the HR department about not being included and not having the information they need. Ald. Moore stated he hadn't received calls from anyone. Employees need to be comfortable talking with HR or their department head. If DPW had 150 employees attend the meetings and 4 people missed it and decided to call Ald. DeWane instead of HR or Director Grenier, that's a real issue. Ald. Moore is not sure how to resolve this, but employees need to be able to talk with HR.

Ald. Steuer agreed there needs to be good communication between the employees and HR. Granted, this is a new program and there will be bumps. Ald. Steuer then asked for clarification on the program kick-off date.

Director Boland indicated the program started in May, with June 1 as the kick-off. In 2016, premiums will remain at 12.5% for employees who complete the HRA requirements which is the same as 2015. If an employee reaches 1265 points, their health insurance premiums will be reduced to 11.5%.

Ald. Steuer inquired how employee concerns would be handled now that the program has begun. Director Boland indicated employees can and do call the HR department with questions or for assistance with their fitness device. There have been very limited comments from people who don't like the program. Most of the comments have been questions about how the points were determined. The Benefits Committee meets on a regular basis and is very involved with the health care plan. The Wellness Committee will also be involved. In addition, the new Wellness Coordinator will be putting together a group to look at programming for next year as well as visiting departments and talking with employees.

Director Boland noted there are two new challenges going on in July with the Health 1265 program; one is a walking challenge called City Hall versus the Rest of the City, and the second one is a weight challenge that begins on July 17 for those who want to participate. The information for the weight challenge was recently sent out. In September, there is a Season Opener Challenge where employees can earn points if they walk 10 miles in 4 days. There also happens to be night walk that weekend for Suicide Awareness & Prevention and if employees participate in the walk they will earn points for the community walk, plus step challenge, plus season opener challenge. There are a lot of things just getting started with the program. If employees participate in some of the Park and Recreation programs, they can report those as self-reported activities. The committee will also be looking at incorporating some of the Park and Recreation programs to make sure the City is promoting some of our own programs through this process as well.

A motion to open the floor to interested parties was made by Ald. DeWane and seconded by Ald. Sladek. Motion carried unanimously.

Mike Micksch, City employee. The meetings were great and very informational, but they weren't input meetings. Mr. Micksch indicated he spoke with HR about issues he had with the program. He feels a lot of employees will complain but not complain to HR or their bosses which is why they may feel more comfortable going to the alderpersons. There are a lot of meetings but the meetings aren't asking the employees how they want the plan to look or whatever their issues are with the plan. Employees have to sign-up in order to get their PBA dollars. Mr. Micksch would like to see what the participation level would be if the PBA dollars weren't wrapped up in this. myInertia is doing the Health 1265 plus the tracking of the doctor visits and everything else which was a big headache for the Benefits Specialist, so that's a good thing. Mr. Micksch has problems with the way the points are awarded, and the way it's scored out. There hasn't been any change or discussion about doing that. Another problem is with the three big bargaining units, Fire, Police and Transit. If they decide not to participate will the City try to implement a disincentive

plan to only half the employees. That makes us feel excluded. The thing with the Mayor too, some people felt excluded. Mr. Micksch has been participating in the Walk with the Mayor and understands why it was done this way, its good publicity, but not all employees can participate. The benefits committee had discussions, but it's not like this was laid out and said this is what we're planning on doing; how should this plan look. It was brought to us and said this is what we plan on doing. A lot of this was implemented and brought to us; not discussed with us.

Ald. Steuer asked Mr. Micksch what he feels would be effective for the program. Mr. Micksch said bringing it as an incentive plan. If the City is going to do it to incentivize or be a disincentive, especially if the City plans on doing the penalty phase of the program, all the employees need to be in the plan or that will be another wedge to me. If half of the employee population is not involved with the program, where does that leave us. It's great as an incentive program, but when you start doing the other part of this, the penalty or disincentive, that puts another wedge between them.

Ald. Steuer inquired what the next steps are for those groups. Director Boland stated the program will need to be bargained with those groups. Ald. Steuer noted the City has 900 employees and its difficult whenever there is a large group to get everyone on the same page.

Mr. Micksch feels when it comes to health insurance, especially when you're forcing people to get a certain number in order to keep their health insurance from going up, it's not fair when half the employees aren't on the plan. Originally we were told the HRA's would be held against us, and I bought into that and helped the City sell it and the PPO's a few years back. People were told their scores wouldn't be used against them and now lo and behold they will possibly be used against them. Mr. Micksch is participating in the Health 1265 program, walking with the Mayor and enjoys some of the challenges, but doesn't believe in some of the point system. If an employee scores an 86 on their HRA they get 600 points, if the score is an 85, the employee only gets 200 points. Mr. Micksch assumes that's one of the biggest complaints.

Director Boland recalled a few individuals have complained about the points for HRA scores. Mr. Micksch said it breaks down to two things, the HRA promise years ago and the fairness issue between us and the bargaining units. Employees will be held to two different standards on their health care.

Tim VandenHeuvel, Park Department is concerned it's shifting the cost to the older person. Mr. VandenHeuvel stated he's not in as good of shape as when he was twenty. When you get your points, you don't have hardly any so you have to do a lot more stuff which makes it harder and he's not sure that's fair. My doctor said you're right where you should be, then the HRA says you're obese, you need to do some stuff. It's a concern of mine that the costs are shifting to the older person, because it will be harder for the older person to get points, which means my premium percentage will be higher. In the years to come, will it be more difficult to

get those points, because if everyone attains the lower premium, how will the one percent be made up?

Ald. Steuer inquired if there is anything set up in the points for age, sex or any other element. Director Boland replied not in the points, but the HRA is age and gender based.

Ald. DeWane asked if the medical exam had anything to do with the HRA. Director Boland indicated individuals over age 40 are required to complete a physical exam with their own doctor in order to complete the HRA requirements. The City doesn't receive a report from the employee's doctor. The goal is to encourage employees to have a primary care physician and get an annual physical. This has always been part of the HRA requirements.

Fluffy Aerts, City employee, said walking with the Mayor would be nice, but I speak for a lot of the support staff at the Police Department and Parks. We take shifts for our lunch breaks from 11:30 – 12:30, 12:30 – 1:30. If the walk takes more than half hour, those employees who have a half hour for lunch can't take the walk. With all due respect, management can go to lunch whenever they want. It isn't always easy for everyone. Women are the support staff, they're the ones sitting at the desk. Ms. Aerts said she's on one of the committees and we did try to bring some stuff up and they said we only want to hear the good, don't come with the negative. It really wasn't negative, it was just questions we were asking.

Director Boland clarified the comment that came up about we only want to hear the positive was not from a member of HR, it was an employee member of the committee.

Ms. Aerts understands employees can walk after work, but it's hard when you sit at a desk for seven or eight hours. You can get up on your break or lunch hour and walk, but again it's hard to do. DPW is allowing their employees, but I'm not sure about the Park Shop or DPW. Are they going to stop collecting garbage and come and walk with the Mayor? I don't know, we just need to look at all aspects.

Diana Ellenbecker, City employee feels the plan is good and very motivating. The plan was brought to Council and approved, so when the informational meetings were held, the plan was implemented as approved by Council. At that time, there wasn't any chance to change to plan, it was already laid out. If someone thought they would come in and have input on changing the plan it was too late, but they may be able to have input on some of the programs that will happen later in the year. There is a huge buffet of items employees can pick from to earn points. The Walk with the Mayor is only one of the ways to get points. Ms. Ellenbecker noted she has a sedentary position also and it doesn't seem difficult to get the points. She feels it's a great program and very motivating.

Steve Grenier, Director of Public Works, stated even for those folks who only have a half hour lunch, my employees have been allowed to take that half hour lunch and

do the Walk with the Mayor if they so desire. They've also been given the opportunity to have lunch so they don't have to use the entire lunch period for that purpose. The department made reasonable accommodations for folks to be able to do this. There are some requirements on behalf of the employees to ask their supervisors whether or not this can be done. Not everything can be anticipated, but if employees ask, we'll make every accommodation we can. To infer, we think we can't do this, or we don't know if we can do this, I agree with Ald. Moore, and am disappointed in some of the comments that have been made if there are employees who are coming to alderpersons rather than Human Resources or me. Mr. Grenier stated his position is sedentary and he averages five to six meetings a day which results in 6-7 hours per day in meetings. The Director of Public Works position is a very sedentary position. In looking at my app over the past month from June 15 through today, I walked 234,899 steps. At about 1650 steps per mile based on my stride length, that's a couple hundred miles walked in the last month. It does take initiative by the individual to walk when and where they can. Mr. Grenier stated when he leaves this meeting tonight he'll go home and walk 4 miles. This program does require the employee to take the initiative and as a result that participation in the program makes me a healthier person. Mr. Grenier doesn't consider himself old, so he's not sure if the HRA is skewed towards older people, but he's bucking up and taking care of business in order to manage his chronic conditions.

The committee returned to the regular order of business.

Ald. Moore stated he had the privilege of working in the private sector for a long time and every insurance plan was just presented to me. There were individuals that represented us, and had input at those times, but once the plan was in place it was presented to the employees. Now, as a private contractor shopping around for my own insurance, I don't get to have input on the plan design, but rather plans are presented as to what my options are. The Council approved the plan for 2016 without any harm to employees who don't participate and then planned to review the plan after the first year. This is the point where input is needed in order to review the plan at year end. These questions and comments on the fairness of the program, the availability of everyone to the program, the communications from the departments to their employees and to HR; these are all things that need to be addressed now, not at budget time or later. The plan that was implemented at the meetings was the plan that Council approved.

Ald. Sladek stated the committee heard a number of concerns tonight and a couple of specific ones where action could be taken. Ald. Sladek is concerned about dividing employees into two groups, one which will be subject to different premiums based on their participation in the program and one that may not because it has to be negotiated. It would be reasonable for us to request a timeline by which that will be resolved, and then that can be factored into the thinking of whether or not to continue on the path the City is taking now. The second concern is that some employees don't have the opportunity to engage in the Walk with the Mayor activity. The committee could ask staff to come forward with some alternatives for those employees.

Ald. DeWane stated he asked Ald. Steuer to bring this request forward because of the concerns. These concerns need to be dealt with now, so we know how to proceed for the following year. The employees make Green Bay, and we need to be fair to all employees.

Ald. Moore stated the biggest hurdle may be getting all the employees on the same plan including Police, Fire and Transit. We need all the feedback we can get now so in year two the program is refined.

A motion to provide an additional update on the Health 1265 program at the next Personnel Committee meeting was made by Ald. Sladek and seconded by Ald. Moore. Motion carried unanimously.

8. Report of Routine Personnel Actions for regular employees.

A motion to receive and place on file the report of routine personnel actions was made by Ald. Moore and seconded by Ald. Sladek. Motion carried unanimously.

9. Update and discussion on Police Supervisory labor negotiations.

A motion to convene in closed session was made by Ald. Moore and the closed session language read. Motion carried on roll call vote 4 – 0.

Reporting out of closed session, a motion to proceed as discussed in closed session was made by Ald. Sladek and seconded by Ald. DeWane. Motion carried unanimously.

There being no further business, a motion was made by Ald. Sladek and seconded by Ald. Moore to adjourn at 5:45 p.m. Motion carried unanimously.

Respectfully submitted,
Peggy Barden
Recording Secretary