



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes Human Resources Committee

Wednesday, February 18, 2015

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Call To Order

Present: 4 - Francoeur, Skinner, Thieme and Johnson

Absent: 1 - C. Payne

2. Business Items

- A.** [ID#15-2070](#) Policy C-6 - Overtime Pay, Compensatory Time Off and Out of Classification Pay - Request by Department of Public Works to add language for "On-call/Standby" pay for Engineers.

Attachments: [C6 OT Pay, Comp Time Off & Out of Class Pay - DRAFT - 2-12-15](#)

A motion was made by Ald. Thieme, seconded by Ald. Skinner to approve the request of the Department of Public Works to add language to HR Policy C-6 - Overtime Pay, Compensatory Time Off and Out of Classification Pay for "On-call/Standby" pay for Engineers. The motion carried by the following vote:

Aye: 4 - Joan Francoeur, Skinner, Thieme and Johnson

Absent: 1 - C. Payne

- B.** [ID#15-2075](#) Human Resources Policy B-16 - Staffing Resolution - Request of Acting Fire Chief Howard to split the duties of the EMS Educator into two positions of EMS Educator and EMS Quality Assurance Coordinator.

Attachments: [Howard Memo - EMS Educator - 2-10-15](#)

[Fire Staffing Resolution 2015](#)

Cory Payne arrived 6:34

A motion was made by Ald. Johnson, seconded by Ald. Thieme to approve the request of Acting Fire Chief Howard to split the duties of the EMS Educator into two positions of EMS Educator and EMS Quality Assurance Coordinator and to modify Human Resources Policy B-16 - Staffing Resolution to reflect those changes. The motion carried by the following vote:

Aye: 5 - Joan Francoeur, Skinner, Thieme, C. Payne and Johnson

- C. [ID#15-2080](#) Human Resources Policy B-16 - Staffing Resolution - Updated staffing for 2015.

Attachments: [B-16StaffingResolution for 2-18-15.pdf](#)

A motion was made by Ald. Francoeur, seconded by Ald. Skinner to approve the updated staffing levels per Human Resources Policy B-16 - Staffing Resolution. The motion carried by the following vote:

Aye: 5 - Joan Francoeur, Skinner, Thieme, C. Payne and Johnson

- D. [ID#15-2084](#) Consideration of the City Administrator's recommendation for the recruitment of the Cemetery Manager position.

Attachments: [City Administrator Memo - Cemetery Manager 2 18 15](#)

A motion was made by Ald. Francoeur, seconded by Ald. Johnson to support the recommendation of the City Administrator for the recruitment of the Cemetery Manager position. The motion carried by the following vote:

Aye: 5 - Joan Francoeur, Skinner, Thieme, C. Payne and Johnson

- E. [ID#15-2089](#) Consideration of restoring Step Increases for the previously recognized bargaining units of Streets & Parks, Wastewater Treatment Plant, Cemetery, Library, Building Inspectors, Dispatchers, Office and Professional, and Engineers and Technicians for Fiscal Year 2015.

Attachments: [City Administrator Memo - Step Increases 2 18 15](#)
[2015 Step Increases](#)

A motion was made by Ald. Skinner, seconded by Ald. Thieme to reinstate step increases for the previously recognized bargaining units of Streets & Parks, Wastewater Treatment Plant, Cemetery, Library, Building Inspectors, Dispatchers, Office and Professional, and Engineers and Technicians for Fiscal Year 2015 with performance consideration. The motion carried by the following vote:

Aye: 4 - Joan Francoeur, Skinner, Thieme and Johnson

Nay: 1 - C. Payne

3. Adjournment

Meeting adjourned at 7:28 p.m.

Aye: 4 - Joan Francoeur, Skinner, Thieme and Johnson

Nay: 1 - C. Payne