



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Agenda Personnel Committee

Monday, December 3, 2018

6:00 PM

Council Chambers

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc, or a standing committee of that body, may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order
2. Roll Call
3. Public Comment
4. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS:

Any Committee Member may request removal of any item from the Consent Agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the Consent Agenda shall be separately considered.

[18-1213](#) Approval of October 1, 2018 Personnel Committee Minutes.

Attachments: [10-01-2018 Final Meeting Minutes.pdf](#)

[18-1214](#) Review of legal fees billed out through November, 2018-Human Resources.

Attachments: [OUTSIDE LEGAL COUNSEL FOR HR Costs.pdf](#)

[18-1215](#) Report out on Health Plan Funding.

Attachments: [Med Den FAR 1018.pdf](#)

[18-1216](#) Report out of Human Resources Initiatives December, 2018.

Attachments: [HR Update Dec 2018.pdf](#)

[18-1217](#) Report out of City Attorney's Initiatives December, 2018.

Attachments: [Dec 2018 Attorney Update.pdf.pdf](#)

APPROVAL OF CONSENT AGENDA

5. Discussion and Action Items

[18-1220](#) Discussion on Request to Donate PTO-Scholarship Program.

[18-1219](#) Request to Backfill Vacant Positions up to the Budgeted Amount Through 2019 for Transit Drivers, Police Officers, Firefighters, and DPI Laborers.

Attachments: [Transit Driver PT JD 6-2016.pdf](#)
[Police Officer JD 6.2016.pdf](#)
[Firefighter Paramedic MFD JD 4.2013.pdf](#)
[DPI Laborer 1.2018.pdf](#)

[18-1223](#) Changing the EPM for the Training Lt. and Captain of Detectives Positions from Working 1950 hours to 2080 Hours.

Attachments: [comp plan draft with PD changes 12.2018.pdf](#)

[18-1222](#) Request to Backfill Transit Division Manager and Job Description Changes.

Attachments: [Transit Division Manager JD 12.2018](#)

[18-1224](#) Approval to fill 3 DPI Laborer Positions and Approval to fill the new Operations Parks Planner Position and Approve the Job Description-Effective January 1, 2019

Attachments: [DPI Laborer 1.2018.pdf](#)
[Operations Parks Planner JD 11.2018.pdf](#)
[Department of Public Infrastructure Org Chart Proposed 112918.pdf](#)

[18-1225](#) Tuition Reimbursement Policy Revisions

Attachments: [Training, Membership, and Tuition Reimbursement Policy REV 2018 Draft.pdf](#)
[Tuition Reimbursement Final](#)

[18-1228](#) Pay for Performance and Sustainability of Compensation Plan.

Attachments: [2018 July Comp Plan.pdf](#)
[Comp plan employee distribution 12.2018 for Personnel](#)

6. Convene in Closed Session

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The specific subject matter that may be considered in closed session is:

[18-0425](#) Manitowoc Professional Firefighters International Association of Firefighters Local 368 contract negotiations.

Attachments: [City Response to FF Request to Bargain 2018.pdf](#)

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The specific subject matter that may be considered in closed session is:

[18-1218](#) Request for Bonus for Community Development Employees.

7. Reconvene in Open Session

[18-0425](#) Manitowoc Professional Firefighters International Association of Firefighters Local 368 contract negotiations.

Attachments: [City Response to FF Request to Bargain 2018.pdf](#)

[18-1218](#) Request for Bonus for Community Development Employees.

8. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowoc.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.