



City of Manitowoc

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

Meeting Agenda Personnel Committee

Tuesday, December 15, 2015

5:15 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 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.

[15-1234](#) Approval of November 2, 2015 Personnel Committee Minutes.

Attachments: [PC Minutes 12-07-15](#)

[15-1235](#) Review of legal fees billed out through Human Resources.

Attachments: [OUTSIDE LEGAL COUNSEL FOR HR 2015 Costs](#)

[15-1236](#) Review of legal fees billed out through Attorney's Office for Municipal

- Court prosecution.
- Attachments:** [Municipal Court Prosecution 2015](#)
- [15-1237](#) Report out on Health Plan Funding.
- Attachments:** [October Medical Funding](#)
- [15-1238](#) Report out of Human Resources Initiatives.
- Attachments:** [HR Update Dec 2015](#)
- [15-1239](#) Report out of City Attorney's Initiatives.
- Attachments:** [Atty Update Dec 2015](#)

APPROVAL OF CONSENT AGENDA

5. DISCUSSION AND ACTION ITEMS

- [15-792](#) Resolution to Approve Background Check Policy.
- Attachments:** [Background Check Policy](#)
- [15-1179](#) Holiday Premium Pay for Non-Protective Employees.
- Attachments:** [Holiday pay Analysis 2015](#)
[Holiday Pay EPM Change](#)
[Ltr from WWTF Operators Holiday Pay](#)
- [15-1204](#) Request to fill Streets Laborer position prior to Retirement of Current Employee.
- Attachments:** [Streets Skilled Laborer](#)
- [15-1253](#) Shift Premiums for Street Sweepers.
- Attachments:** [Shift Premium](#)
- [15-1206](#) Approval to enter into a Direct Bill Agreement with Smart Choice MRI.
- Attachments:** [MRI Agreement Clean Version](#)
- [15-1232](#) Approval of Staff Attorney Job Description and Wage Range.
- Attachments:** [Staff City Attorney JD 12](#)
[2015 Compensation Step Plan w guards](#)
- [15-1138](#) Mobility Manager Position Discussion.

Attachments: [Mobility Manager JD](#)
 [Mobility Manager Pricing](#)
 [2016 Compensation Step Plan](#)

[15-904](#) Resolution regarding Inspection Division Reorganization and Job Descriptions Revision.

Attachments: [Inspection Reorg - Org Charts](#)
 [Building Inspector JD 4](#)
 [Electrical Inspector JD 11](#)
 [Plumbing Inspector-FT JD 11](#)
 [Admin Asst JD 11](#)
 Transition Plan Inspection

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)(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:

[15-904](#) Resolution regarding Inspection Division Reorganization and Job Descriptions Revision.

Attachments: [Inspection Reorg - Org Charts](#)
 [Building Inspector JD 4](#)
 [Electrical Inspector JD 11](#)
 [Plumbing Inspector-FT JD 11](#)
 [Admin Asst JD 11](#)
 Transition Plan Inspection

[15-1281](#) Leave of Absence Request for Fire Department Employee.

7. RECONVENE IN OPEN SESSION

[15-904](#) Resolution regarding Inspection Division Reorganization and Job Descriptions Revision.

Attachments: [Inspection Reorg - Org Charts](#)

[Building Inspector JD 4](#)

[Electrical Inspector JD 11](#)

[Plumbing Inspector-FT JD 11](#)

[Admin Asst JD 11](#)

Transition Plan Inspection

[15-1281](#)

Leave of Absence Request for Fire Department Employee.

8. ADJOURNMENT

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 920-686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.