



City of Manitowoc

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

Meeting Agenda Personnel Committee

Monday, February 5, 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.

[18-0077](#) Approval of January 4, 2018 Personnel Committee Minutes.

Attachments: [01-04-2018 Final Meeting Minutes.pdf](#)

[18-0078](#) Review of legal fees billed out through December 2017-Human Resources.

Attachments: [_OUTSIDE LEGAL COUNSEL FOR HR Costs.pdf](#)
 [_OUTSIDE LEGAL COUNSEL FOR HR Costs 2018.pdf](#)

[18-0079](#) Report out on Health Plan Funding.

Attachments: [Med Den FAR 1217.pdf](#)

[18-0080](#) Report out of Human Resources Initiatives January, 2018.

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

[18-0081](#) Report out of City Attorney's Initiatives January, 2018.

Attachments: [February 2018 City Attorney Update for Personnel Committee.pdf](#)

APPROVAL OF CONSENT AGENDA

5. Discussion and Action Items

[18-0087](#) Out of state travel request-PD-Force Science Institute-May 8-9, 2018

Attachments: [Out of State Travel Request-PD-Force Science Institute.pdf](#)

[18-0095](#) Out of state travel request-RWAM-American Alliance of Museums
Advocacy Day-Feb. 26-28, 2018

Attachments: [Travel Request form G. Vadney 2.18.pdf](#)

[18-0088](#) Request to hire an Intern for Community Development for May-August.

Attachments: [Community Development Intern JD 01 18.pdf](#)

[18-0090](#) Resolution to approve revised job description for PT Administrative
Support Specialist-Senior Center-DPI.

Attachments: [Administrative Support Specialist-Senior Center JD 1.2018.pdf](#)

[18-0091](#) Resolution to reassign DPI employees and to request approval for two
month overlap.

Attachments: [Maintenance Employees Reassignment 2018.pdf](#)

[18-0099](#) Discussion and possible action on the job description review process.

[18-0117](#) Seasonal Hiring Policy and Rates.

Attachments: [SEASONAL HIRING POLICY-Draft with appendix- 02-2018.pdf](#)

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:

[17-1275](#) Central States Insurance Discussion

Attachments: [Central States Employer Participation Agreement 2004.pdf](#)
[2017 2018 Central States participation agreement NOT SIGNED](#)
[2017 2018 2019 Part Agreement Central States NOT SIGNED](#)
[2018 DPW Wage Agreement final](#)
[Central States Participation Agmt Term Request 2018.pdf](#)

7. Reconvene in Open Session

[17-1275](#) Central States Insurance Discussion

Attachments: [Central States Employer Participation Agreement 2004.pdf](#)
[2017 2018 Central States participation agreement NOT SIGNED](#)
[2017 2018 2019 Part Agreement Central States NOT SIGNED](#)
[2018 DPW Wage Agreement final](#)
[Central States Participation Agmt Term Request 2018.pdf](#)

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.