

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE  
MINUTES OF OPEN SESSION**

DATE/TIME: August 11, 2014 at 4:30 p.m.  
LOCATION: City Hall (407 Grant Street) – Board Room  
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, W. Nagle, D. Oberbeck, L. Rasmussen  
MEMBERS ABSENT:  
Also Present: Mayor Tipple, P. Czarapata, M. Groat, M. Hite, A. Jacobson, J. Kannenberg, E. Krohn, T. Kujawa, A. Wesolowski, K. Winters

**Approval of 07/14/2014 minutes.**

Motion by Rasmussen, second by Nagle to approve the July 14, 2014 draft minutes. All ayes. Motion passes 5-0.

**Public Comment on Matters Appearing on the Agenda.**

No public comment made.

**Introduction of New Senior Human Resources Generalist.**

Hite introduced Elise Krohn, the new City of Wausau Senior Human Resources Generalist, to the Human Resources Committee members. Krohn thanked the committee and stated that she is happy to be with the City.

**HR Performance Report.**

Hite explained to the committee that the report will be fully complete in the future now that the HR Department is fully staffed. Hite reviewed the grievances received by the HR Department with the committee. Wagner asked that the report now continue to be sent out to the HR Committee on the first of each month as it had been in the past, in order to review the information and possibly place items from the report on the following HR Committee meeting agenda for discussion. Nagle discussed his wishes to have a way to measure citizen's satisfaction with the services provided by the City. Rasmussen brought back the idea of the City Watch app that was discussed in May. Wagner said this item could be placed on the agenda, if applicable to the HR Committee, in the future for discussion.

**Roadmap for Action Re: City Government Changes Task Force (Winter's Proposal).**

Wagner asked that Winters speak to issues of this proposal as relating to the HR Committee, such as the replacement of the Public Works Director and hiring of an Organizational Consultant, and having the HR Committee decide what direction to take and bring to Finance Committee for approval. Winters stated that he is looking at issues from a finance perspective, namely the increased cost of the licensing software, expanded audit costs, the Fix Wausau Committee, animal control costs, and possible interim Public Works Director and interim City Administrator that would put the City over its 2014 budget allowance. Winters believes the person hired for the Public Works Director position be an at-will employee and not be given the statutory Engineer job, and be told up front that the position may change based on possible administrative changes. Wagner agreed that mid-year budget reviews should be done at the City. Discussion regarding the hiring of an interim Administrator for the City took place. The committee members agreed that the Mayor's job description should not be redefined by resolution and that creating an Administrator position with certain supervisory responsibilities would create confusion within the organization. Rasmussen stated that a study needs to be done regarding changing the form of government, and then either change the form of government or keep it the same. Gisselman stated that the discussion of an Administrator should not be discussed at this point due to not being clearly listed on the agenda. Discussion took place regarding having an organizational consultant come in to evaluate operations throughout all the departments in the City. Motion made by Gisselman to initiate a recruitment, using a hiring consulting firm for a permanent full time at-will Public Works Director with qualifications specified by the forthcoming updated job description that will be shared with the HR Committee, pending approval of appropriation of funds for the search by the Finance Committee. Second by Rasmussen. All ayes. Motion passes 5-0.

Discussion regarding the Public Works Director position and City Engineer position took place. It was decided that the roles of the City Engineer and the Public Works Director need to be separated. Nagle suggested a management study for the Public Works Department. The committee asked Hite to begin constructing an RFP for an operational consultant. Hite said parameters will need to be set for what information is needed. Motion made

by Rasmussen for Hite to construct an RFP that will be reviewed during a special committee meeting, to hire a consultant that will study the organizational structure and offer alternatives. Second by Gisselman. All ayes. Motion passes 5-0. Further discussion of what is being requested took place, clarifying that a study of the organization's operations will be done, not a study of forms of government.

**Presentation: Overview of Bargaining Process 2015-2017 (Hite).**

Hite presented the committee with an overview of the bargaining process that will begin with police and fire this fall. Hite said updates will be made to the committee throughout the process.

**CLOSED SESSION pursuant to Section 19.85(1)(e) of the Wisconsin State Statutes for bargaining reasons requiring a closed session for the purpose of considering the following: Discussion of Committee recommendation regarding upcoming negotiations of City Employee Union Contracts with Wausau Firefighters Association, Local 415 and Wausau Professional Police Association.**

Motion by Nagle to enter into Closed Session. Second by Rasmussen. Roll call vote: Oberbeck, Rasmussen, Gisselman, Wagner, and Nagle. Committee went into closed session.

**Reconvene into Open Session, and Possible Action on Closed Session Items.**

Motion by [redacted] to reconvene into open session. Second by [redacted]. Committee reconvened into open session. No action was taken on closed session items.

**Future Agenda Items for Consideration.**

The draft RFP to be created by Hite will be reviewed at a special meeting.

Rasmussen asked that the City Watch app cost be researched.

Wagner will ask Gerry Klein to give overview of services provided to the City by the C-CIT staff.

Hite stated the Police Department would like School Resource Officer and Neighborhood Officer in response to the presentation that was made before Council from the school district.

**Adjourn.** Motion by Nagle to adjourn. Second by Oberbeck. All ayes. Motion passes 5-0. Meeting adjourned.

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Romey Wagner  
Human Resources Committee, Chair