

DRAFT

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

DATE/TIME: September 8, 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. Burek, J. Coleman, J. Hardel, M. Hite, J. Kannenberg, G. Klein, E. Krohn, A. Lippert, J. Schara, G. Seubert, T. Pagryzinski

Approval of 08/11/2014 and 08/27/2014 minutes.

Motion by Nagle, second by Oberbeck to approve the draft minutes from August 11, 2014 and August 27, 2014. All ayes. Motion passes 5-0.

Public Comment on Matters Appearing on the Agenda.

No public comment made.

CLOSED SESSION pursuant 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and 19.85(1)(e) 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, for the purpose of considering ATU Local 1168 union grievance regarding an employee termination.

Motion by Rasmussen to enter into Closed Session. Second by Nagle. 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 Rasmussen to reconvene into open session. Second by Nagle. Committee reconvened into open session. Motion by Rasmussen to uphold the decision of termination, second by Nagle. Motion passes 4-1. (*Oberbeck was the dissenting vote.*)

North Central Health Care Consortium (Hite).

Hite explained how the City recently became self-insured, and in order to leverage purchasing power, help reduce costs and provide consistent benefits, five entities including the City, Marathon County, Wausau School District, DC Everest School District and North Central Health Care are proposing to come together and issue a request for proposal for a consultant to come in and look at ways to leverage purchasing power. Rasmussen asked for an estimate on the cost of the RFP; Hite said the cost will be no more than \$10,000 per organization, and is likely to be closer to \$8000 per organization. This money is available from the insurance fund. Motion by Rasmussen to direct Hite to continue with the North Central Health Care Consortium, second by Gisselman.

IT Staffing (Klein).

Klein gave a presentation to the committee on the current staffing level and projects in progress. At this time, C-CIT funding is 21% from the City, 41% from the County, and 38% from NCHC. C-CIT would like to add two positions by July 2015. Wagner asked if the additional staff would mean more projects would get done. Klein said they wouldn't take on more projects, but be able to complete projects faster. Rasmussen commented that many projects on the list provided haven't been completed yet for the City, and is not for hiring more staff and keeping budget dollars tied up in CIP projects. Oberbeck asked if the City can afford to hire more C-CIT staff. Nagle asked if it is difficult to service three organizations. Wagner stated that technology isn't always an obvious need as other positions. No motions made. (*Gisselman left at 6:13 p.m.*)

Wausau Police Department School Proposal (Hardel).

Hardel presented the committee with a School Resource Officer and Neighborhood Officer proposal that came about from a July 2014 presentation made to council by school district administrators. The Police Department would like to hire an additional SRO and divide them between the east and west side schools. The Wausau School District would help fund ½ of the position for 9 months per year. A Neighborhood Officer is being requested to work with the Community Resource Officer (CRO) unit. The additional position would attend N2N

groups and share information with the groups, assist the CRO unit, and help with blight/nuisance issues, among other duties. Gary Freels with the Judd S. Alexander Foundation has agreed to fund the position at 100% for one year. Motion by Nagle to approve the request for the School Resource Officer position and the Neighborhood Officer position beginning with the start of the 2015 budget. Second by Rasmussen. Wagner asked if the Neighborhood Officer position will help with more neighborhood patrol. Hardel said that the officer would spend at least 50% of his/her time in dealing with neighborhood relations. The officer would be assigned to the CRO unit. Rasmussen said that the CRO unit has made a big difference but is being stretched thin because of how many issues come their way that they are handling. Oberbeck raised concerns on having an officer attend neighborhood meetings rather than being a more visible presence in the neighborhood. Rasmussen said that they have made a very positive impact in neighborhoods and people that live in those neighborhoods see the difference. Hardel said that the amount of time the Neighborhood Officer spends doing specific duties will be adaptable based on what is needed. At this time the police department is down 4 officers; Wagner said that this will help with the budget. All ayes. Motion passes 4-0. (*Rasmussen left at 6:40 p.m.*)

Organizational Efficiency and Effectiveness Request for Proposal (Hite).

Hite presented the committee with the updated version of the Organizational Efficiency and Effectiveness Study RFP with changes previously suggested. Nagle asked if Police and Fire were going to be included in the study. The committee explained that based on discussion from the last meeting, these departments will not be included. Motion by Nagle to approve the Organizational Efficiency and Effectiveness Request for Proposals document and direct Hite to release. Second by Oberbeck. All ayes. Motion passes 3-0.

Public Works Director Position Description (Hite).

Hite presented the updated job description for the Public Works Director position. The committee accepted the description. Wagner asked the committee if they would like to have the recruitment for the position done in-house or hire a consultant. Wagner stated that the City is successful doing in-house recruitments and it would save money and time by doing it this way. Tipple said the reason that a consultant was used for the Fire Chief recruitment to cast a wider net for applicants nationally. Hite said that the HR department is capable of doing an executive search for the position. A consultant would cost approximately \$16,000. Oberbeck was concerned on how candidates would be screened if the recruitment was done in-house. Wagner said he would like to do the recruitment in-house. Oberbeck stated that he would like the recruitment done by a consultant. Nagle said that either option was fine with him. Hite said that if the Finance Committee approves the money for the consultant, that's fine; if the Finance Committee denies the request, Human Resources will conduct the recruitment. Further discussion about the requirements for the position ensued. No motion made.

Update on Police and Fire Bargaining (Hite).

Opening proposals have been exchanged. Opening ground rules have been set, stating that all proposals should be on the table by the 4th session, giving the City time to assess its financials.

Future Agenda Items for Consideration.

No future items were brought forward for consideration at this time.

Adjourn.

Motion by Nagle to adjourn. Second by Oberbeck. All ayes. Motion passes 3-0. Meeting adjourned.

Romey Wagner
Human Resources Committee, Chair