

**MINUTES**

**#11-13-14**

**Monday, February 10, 2014**

**3:00 PM**

**SALARIES AND GRIEVANCES COMMITTEE**

**2<sup>nd</sup> FLOOR CONFERENCE ROOM - CITY HALL**

- Members Present:** Alderpersons, Chair Mary Lynne Donohue, Don Hammond, Ty Dassler
- Ex-officio Member:** Sandy Rohrick, Director of Human Resources & Labor Relations
- Excused:** Vice Chairman Jim Bohren, Jodi Vander Weele
- Others in Attendance:** Jim Amodeo, Chief Domagalski, David Biebel, Steve Mc Lean, Joel Kolste, Joe Kerlin, Dan Gilbertson

**OPEN:**

1. Call meeting to order.

Ald. Donohue called the meeting to order at 3:00 p.m.

2. Pledge of Allegiance.

The pledge was recited.

3. Approval of the January 13, 2014 minutes.

Motion to approve the minutes by Ald. Hammond, Second by Ald. Dassler. All Ayes – Motion Passes.

4. Discussion and possible action regarding a modification to the T.O. for the police department, upgrading 1 position of Records Specialist (labor grade 3), to that of a newly created position Crime Analyst (labor grade 5).

Chief Domagalski wishes to upgrade (1) Records Specialist position to a Crime Analyst position, as that position will give the department more flexibility. Other than a normal raise, the chief does not contemplate any additional costs.

Motion to approve the new position of Crime Analyst by Ald. Hammond, Second by Ald. Dassler. All Ayes – Motion Passes.

## **Matters Referred**

5. Council Doc. 4.2      A resolution by Ald. Donohue adopting the revised City of Sheboygan Res. No. 132-13-14      Compensation Program for Non-Represented Employees.

Sandy Rohrick went thru the proposed changes:

- 1) Modified the merit and incentive adjustment amounts to accommodate the 2014 budgeted increase amount to payroll of 2.5% overall.
- 2) Updated Executive Summary, listed all department head titles (adding changes from 2013 re: appointed and at-will department heads), loosened the evaluation form statement, allowing for a switch to electronic/MUNIS based evaluation process if needed.
- 3) Updated XIII, C 4 to state that inactive employees out on leave will receive increase upon return to active status.
- 4) Miscellaneous date and/or title changes, replacing 2013 with 2014
- 5) Removed 6-month "evaluation" period as it is obsolete
- 6) 2014 Wage Scale ranges were NOT modified from 2013.

Sandy also stated that employees whose rate of pay is at or above the mid-point and/or over the top of their pay range could receive an Incentive Award as a one-time lump sum.

After further discussion Ald. Donohue suggested to have a motion to approve changes to the City's Compensation Plan with the amendment to the Merit Incentive Award Schedule to "Schedule B" successfully achieved from 1.00% to 1.75% and Exceeds from 1.25% to 2.00%. Ald. Hammond made a motion to amend the original resolution to reflect the changes to the Merit Incentive Award Schedule to makes the changes to "Schedule B" successfully achieved at 1.75% and Exceeds at 2.00%. Second by Ald. Dassler. All Ayes – Motion Passes.

## **Closed Session**

A motion was made by Ald. Hammond to convene in closed session under the exemption provided in Sec. 19.85(1)(c) 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. Second by Ald. Dassler. All Ayes – Motion Passes.

Motion by Ald. Hammond, Second by Ald. Dassler to reconvene in Open Session. All Ayes – Motion Passes.

## **Open Session**

6. Possible action on items discussed in closed session.

With respect to Jeff Hermann's claim for vacation payout, motion by Ald. Hammond to deny, Second by Ald. Dassler. All Ayes – Motion Passes.

With respect to Jeff Hermann's claim for sick leave payout, motion by Ald. Hammond to deny, Second by Ald. Dassler. All Ayes – Motion Passes.

7. Set date and time of next Committee meeting.

March 10, 2014, 4:30 p.m.

Adjourn.

Motion to adjourn by Ald. Hammond, Second by Ald. Dassler. All Ayes – Motion Passes.

*Persons with disabilities who need accommodations to attend the meeting should contact the Human Resources Department at the following address as soon as possible: City Hall, Room 204, 828 Center Avenue, Sheboygan, WI. PH: 920/459-3373.*