



MINUTES
Human Resources Committee
October 3, 2017

Human Resources Committee

Todd Ferkey, Chairperson
Scott Kellogg, Secretary
Thaddeus Kubisiak

Report #1

Reported to Council October 17, 2017

The Human Resources Committee met at 4:00 p.m. on Tuesday, October 3, 2017, in the Third Floor Conference Room at City Hall. All members were present. Also present were Alderperson Tom Rayome, Sue Schill, Alexa Schultz, Debbie Nash, Police Chief Erman Blevins, Detective Kassandra Borchardt, Fire Chief Scott Young, and Justin Pluess.

1. Chairperson Ferkey called the meeting to order at 4:00 p.m.
2. Update from Interim Fire Chief Scott Young on the Fire Department's Community Care Paramedic Program.

Fire Chief Young gave an update. The Committee encouraged him to pursue grant opportunities for the continuation of the program.

3. Consider a request by Police Chief Erman Blevins to approve the placement of two unpaid interns from the University of Wisconsin-Stevens Point to provide services to community residents such as service referrals, crisis intervention, mediation, and victim advocacy.

Police Chief Blevins and Detective Borchardt explained the request.

Motion by Kellogg, seconded by Kubisiak to approve the placement of two unpaid interns from the University of Wisconsin-Stevens Point to provide services to community residents, through June 2019, with an update being given to the Committee in October 2018. Motion carried unanimously.

4. Consider renewal of a contract with Ministry Medical Group for on-site physical therapy and fitness training and fitness assessments; with the change of new services which include the preparation of functional job analysis, functional job descriptions, and job function tests/preplacement screens.

Attorney Schill and Benefits Coordinator Alexa Schultz explained the request.

Motion by Ferkey, seconded by Kubisiak, to approve the 2018 contract with Ministry Medical Group for on-site physical therapy and fitness training and fitness assessments; and the preparation of functional job analysis, functional job descriptions, and job function tests/preplacement screens. Motion carried unanimously. See the attached contract.

5. The Committee did not go into closed session.

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6. Consider approval of an employee's request for extended sick leave.

Motion by Ferkey, seconded by Kellogg, to approve an employee's request to extend sick leave an additional 3 months for a serious health condition. Motion carried unanimously.

7. Adjourn.

Motion by Kubisiak, seconded by Kellogg, to adjourn. Meeting adjourned at 5:01 p.m.

Susan Schill, Acting Secretary