



Human Resources Committee Meeting Notice October 11, 2021

Human Resources Committee

Jay Bemke, Chairperson
Dean Veneman, Secretary
Sheri Evanson

Notice is hereby given of a meeting of the Human Resources Committee to be held in the Council Chambers of City Hall, 444 West Grand Avenue, Wisconsin Rapids, and via remote videoconferencing on Monday, October 11, 2021, at 5:00 p.m. The public may listen to the meeting by calling 1 (312) 626-6799, Meeting ID: 861 9227 1485. This meeting can also be viewed LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at www.wr-cm.org or via WRCM's Roku app, and is streamed LIVE on the City of Wisconsin Rapids Facebook page. The meeting will also be available "On Demand" on WRCM's YouTube channel 48 hours after the meeting takes place. Additionally, if persons would like to provide comments regarding items on an agenda, they may contact Chairperson Bemke at jbemke@wirapids.org before the meeting.

Agenda

1. Call to order
2. Discuss and consider for approval proposed changes to the Vacation Policy.
3. Discuss and consider for approval a policy allowing for Police Department Lieutenant compensation for court time while off duty. See attached.
4. Discuss and consider for approval a pay increase from \$8.50/ hr. to \$9.00/ hr. for positions in the Parks and Recreation Department to assist with recruitment.
5. Update on IAFF and WRPPA contract bargaining.
6. Discuss plan for further COVID-19 policies/protocols in the event they are needed.
7. Discuss and consider for approval a request from Mayor Blaser for an organizational restructure of the Department of Public Works, including the elimination of the Director of Public Works position. See attached.
8. The Committee may vote to go into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

In closed session, the Committee may discuss compensation for a public employee. The Committee will return to open session.
9. The Committee may continue to discuss and consider for approval a request from Mayor Blaser for an organizational restructure of the Department of Public Works, including the elimination of the Director of Public Works position. See attached.

10. Adjournment

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk's office at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the clerk at (715) 421-8200 to request accommodations.

Lieutenant Court Time Proposal

Using the language from the WRPPA Contract and adjusted for Lieutenants regarding Court Time, I put this together. One item that probably be asked is Officers get 2.67 hours minimum for court at 1 ½ time, which equals 4 hours. Lieutenants don't get 1 ½ time for anything so then the questions that will certainly be brought up is should the Lieutenants receive 2.67 hours of straight time or 4 hours at straight time? Just food for thought.

Here is the language for the proposal:

When an Lieutenant is required to appear in court when off duty, the Lieutenant shall be compensated at the straight time rate of pay for all court time, with a minimum of 2.67 hours at the Lieutenant's rate of pay.

Additionally, if less than seventy-two (72) hours' notice of the court hearing is given to the Lieutenant, the Lieutenant shall receive two hours of additional pay at the regular rate (Article 7 "Call Time" does not apply). In the event a Lieutenant is working for another (shift trade), the working Lieutenant would qualify for court time. Court time shall be defined as follows: Any pretrial, preliminary trial, mental hearing or showing of video tape, or any preparation for a judicial function as approved by the Chief of Police or his representative. If a trial is cancelled anytime during the day of the scheduled trial, the Lieutenant shall be entitled to court time.

A. If a trial is cancelled anytime during the day of the scheduled trial, and the Lieutenant is working the day shift, the Lieutenant shall not be entitled to court time.

B. If a Lieutenant is working the day shift, and court continues beyond the end of the shift, the Lieutenant shall be paid at the straight time rate and shall not be entitled to court time.

C. Lieutenants who have court cancellations and have not been notified prior to the end of their last normally scheduled shift shall be paid for the court time minimum.

D. When off-duty Lieutenants have more than one court appearance where the time paid overlaps, no stacking of overtime shall be allowed. Court time will not be allowed for telephone calls placed or received relating to a trial situation or signing of complaints. Court time will be allowed for lunch time, as designated by the court.

This language would put the Lieutenants in line with the association members regarding court time.

Thank You,

Brian



Committee Referral

Name of Committee: Human Resources Committee

Date of Request: October 7, 2021

Requestor: Shane Blaser, Mayor

Request/Referral: Request from Shane Blaser, Mayor to approve the new Public Works Department organizational structure, update corresponding job descriptions, and eliminate the Public Works Director position.

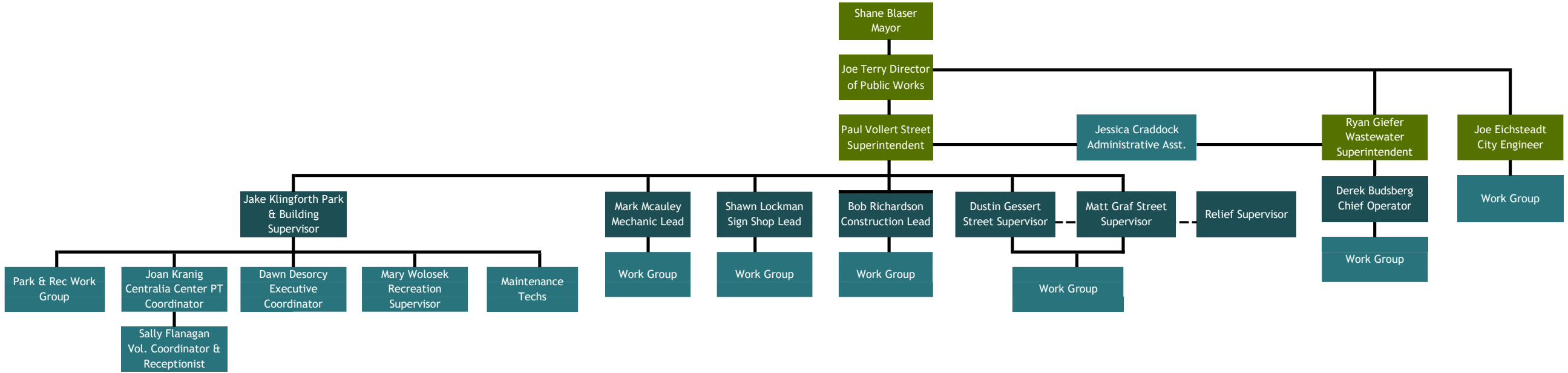
Background information: In 1999, a Public Works Director position was created and filled by Mayor Verjinski. Mayor Bach succeeded Mayor Verjinski in April of 2002. In October of 2003, the position of Public Works Director was eliminated by Mayor Bach. In 2015, Mayor Vruwink requested and filled the Public Works Director position as it currently sits. Since being elected Mayor, I've struggled with the organizational structure of the Public Works Department and staff has been aware of it. I reviewed the structure and the positions within it to create a structure that I feel would best serve the public and allow me to fulfill my responsibilities.

Options available: Approve or deny the request.

Action you are requesting the committee take: Approve the request.

How will the item be financed? This would result in a cost savings.

CURRENT Department of Public Works - Organizational Chart



PROPOSED - Department of Public Works - Organizational Chart

