



# **MINUTES OF THE PERSONNEL COMMITTEE**

**TUESDAY, APRIL 9, 2019, 4:30 PM  
CITY HALL, ROOM 207**

## **A. ROLL CALL.**

I. Members: Ald. Bill Galvin, Chair, Ald. Kathy Lefebvre, Vice Chair, Ald. Barbara Dorff, Ald. Veronica Corpus-Dax

Present: Barbara Dorff, Kathy Lefebvre, Bill Galvin, Veronica Corpus-Dax

Others Present: Ald. Brian Johnson, Police Chief Andrew Smith, Asst. Chief Robert Goplin, Public Works Director Steve Grenier, Park, Recreation and Forestry Director Dan Ditscheit, Asst. Finance Director Pam Manley, Chief of Staff Celestine Jeffreys, Human Resources Director Joe Faulds, HR Operations Manager Melanie Falk and others.

## **B. APPROVAL OF THE AGENDA.**

Moved by Ald. Kathy Lefebvre, seconded by Ald. Barbara Dorff to approve the agenda. Motion carried.

Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

## **C. APPROVAL OF MINUTES.**

I. Approval of the minutes from March 12, 2019.

Moved by Ald. Barbara Dorff, seconded by Ald. Veronica Corpus-Dax to approve. Motion carried.

Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

## **D. REGULAR BUSINESS.**

1. Consideration with possible action on request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers.

- a. Electrician - Public Works
- b. Assistant City Attorney - Law
- c. Forestry Worker I - Parks, Recreation & Forestry
- d. Engineering Technician (2) - Public Works

Moved by Ald. Barbara Dorff, seconded by Ald. Veronica Corpus-Dax to approve. Motion carried.  
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

2. Consideration with possible action on request to reorganize Police Department's front desk positions.

Moved by Ald. Veronica Corpus-Dax, seconded by Ald. Kathy Lefebvre to approve. Motion carried.  
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

## **E. INFORMATIONAL.**

1. Report of routine personnel actions for regular employees

2. Next meeting date: April 23, 2019.

## **F. PUBLIC HEARINGS.**

## **G. ADJOURNMENT.**

Moved by Ald. Veronica Corpus-Dax, seconded by Ald. Barbara Dorff to adjourn the meeting.  
Motion carried.

Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

# VERBATIM MINUTES

- Alright, we're starting the personnel committee meeting. It's just a few minutes after 4:30. I will do a roll call. Alder Lefebvre.
- Here.
- Alder Dorff.
- Here.
- Alder Corpus-Dax.
- Here.
- And Alder Galvin is here. Looking for the approval of the agenda.
- I'll so move. A second to approve the agenda?
- Second.
- Okay, I have a motion to approve by Alder Lefebvre, and a second by Alder Dorff. All in favor?
- Aye.
- Does anyone have any question about the minutes?
- Move to approve.
- Second.
- Okay, I have a motion to approve by Alder Dorff, second by Alder Corpus-Dax. All in favor?
- Aye.
- On to regular business. Ready to go? Okay, under DI, consideration with possible action on our request to fill the following replacement positions and all subsequent vacancies resulting from internal transfer. A, Electrician, B, Assistant City Attorney. C, Forestry Worker one, and D, Engineering Technician two staff.
- And we have the request to fill included in your packets. So, if you have any questions on the positions, we can answer them or we can move forward.
- Anyone have any questions or concerns?
- Move to approve.
- Motion to approve.
- Second.

- And I have a second, so motion approved by Alder Dorff, seconded by Alder Corpus-Dax. All in favor?
- Aye.
- That passes unanimously. Under D2, consideration with possible action on request to reorganize the police department's front desk position staff.
- And since we have a restructuring of the department that comes in front of the personnel committee, we do have the memo from Chief Smith, the tasking packet, and he is here if you have any questions for him.
- Anyone have any questions?
- We do not have any questions.
- Alright, and I actually talked to one of the front window people, and they are very happy and in favor of this move of sorts. I'll entertain a motion.
- Motion approved.
- Second.
- And a motion to approve by Alder Corpus Dax, second by Alder Lefebvre. All in favor?
- Aye.
- That passes unanimously. Informational, does anyone have any questions about routine personal actions for regular employees?
- No.
- Okay, our next meeting date is April 23rd, 2019. I'll entertain a motion to adjourn.
- Motion to adjourn.
- Second.
- All in favor?
- Aye.
- And that passes unanimously, and that ends the personnel meeting.
- That was exhausting.
- Right.