MINUTES OF THE PERSONNEL COMMITTEE

TUESDAY, SEPTEMBER 24, 2019, 4:30 PM
CITY HALL, ROOM 207
IMMEDIATELY FOLLOWING FINANCE

A. ROLL CALL.

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

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

Others present: Finance Director Diana Ellenbecker, Assistant Development Director Cheryl Renier-Wigg, Human Resources Director Joe Faulds, Human Resources Operations Manager Melanie Falk and others.

B. APPROVAL OF THE AGENDA.

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

C. APPROVAL OF MINUTES.

1. Approval of the minutes from September 10, 2019.

Moved by Ald. Kathy Lefebvre, seconded by Ald. Barbara Dorff 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 position and all subsequent vacancies resulting from internal transfers.
a. Purchasing Manager - Administrative Services

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 to amend City of Green Bay Personnel Policies, Chapter 1- Objectives, Harassment and Discrimination, Chapter 6 – Recruitment and Selection, and Chapter 14 – Discipline and Discharge.

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

3. Consideration with possible action on health insurance plans to be effective January 1, 2020.

Moved by Ald. Barbara Dorff, seconded by Ald. Kathy Lefebvre to approve a health insurance increase no less than 3.65% but no more than 4% effective January 1, 2020. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

4. Consideration with possible action policies and procedures of the Inspection Department as it applies to communicating and working with constituents who request their alderman's assistance. Further, to discuss customer service standards and work expectations of inspectors. Investigate the addition of evening and/or weekend inspection hours (recommendation from I&S Committee required).

Moved by Ald. Barbara Dorff, seconded by Ald. Veronica Corpus-Dax to amend the agenda item to: Consideration with possible action on a request by Ald. Wery to review the policies and procedures of the Inspection Department as it applies to communicating and working with constitutents who request their alderman's assistance. Further, to discuss customer service standards and work expectations of inspectors. Investigate the addition of evening and/or weekend inspection hours (recommendation from I&S Committee required).
Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

Moved by Ald. Kathy Lefebvre, seconded by Ald. Barbara Dorff to hold this agenda item for the next meeting. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, Veronica Corpus-Dax, No- None, Abstain- None

E. PUBLIC HEARINGS.

F. INFORMATIONAL.

1. Report of routine personnel actions for regular employees.

2. Next meeting date: October 8, 2019.

G. ADJOURNMENT.

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

Verbatim Minutes

- Ready to go? All right. We're starting the personnel committee on September 24th, at just about 27 minutes after five, we'll do roll call, Ald. Galvin is present.

- Ald. Dorff, here.

- Ald. Corpus-Dax present.

- Ald. Lefebvre, here.

- All right, all are here and accounted for. I'm looking for an approval of the agenda?

- So moved.

- Seconded.

- I have an approval of the agenda by Ald. Corpus-Dax, seconded by Ald. Lefebvre. All in favor? Aye. Has everyone had a chance to look at the minutes?

- Yes, yes.

- And do I have a motion?

- Oh, you can have it.

- Okay, motion by Ald Lefebvre. Second by Ald Dorff. All in favor?

- Okay, on to regular business. Alright. Consideration with possible action the request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers purchasing manager with administrative services. Stat.

- So we do that the request to fill in here and replace Rick Jenson as purchasing manager. Um I have worked with Rick in the law department and the HR department and he's done a great job and he's a great person. So he's retiring

- He's retiring. Yup.

- He's really good.

- He's ready. But I think he's yeah. So I wish him well.

- Yeah. When is he done?

- Alright do I have any questions for staff on this?

- Nope.

- I'll entertain a motion.

- Second.

- Motion approved by Ald and by all corporate staff all in Favor?

- Aye.

- Not opposed. Alright. Number two consideration with possible action personal policies chapter one objective, harassment, and discrimination. Chapter six, recruitment and selection and chapter 14, discipline, and discharge. Staff.

- So in July we did approve the changed language for our chapter one for the objective and the equal employment opportunity and I highlighted that language in your packet. And now we're just because we approved that language, it effected some other chapters so it's just make sure we're consistent.

- Consistent.

- Yup and so it just effected our recruiting uh chapter and also our chapter on harassment so it's fair that employees know they can't and then lastly, just to make sure there are disciplinary discharge policies updated as well.

- Yup.

- Does anyone have any questions for Staff?

- No. No.

- Alright I'll entertain a motion.

- Motion approved.

- Second.

- Okay I have a motion approved by Ald. Dorff. Seconded by Ald-Corpus Dex. All in favor?

- Aye.

- Aye. That passes generously. Consideration with possible action on health insurance plans to be effected January one twenty-twenty. Um. That was an email you received. Um. I found that pretty informative so.

- Mhm.

- Yeah.

- There'll be some savings not only for the city but also for the participants.

- Yeah.

- Anything you work out but that's a bigger hill to crawl I imagine.

- Yeah so we are making changes so that deductibles are the max amount of pocket. But then we are making that change to the co-pays for the office visits. Where it's going to be

- Yeah.

- Yeah so Prevea and Bellin are offering these contracts where our employees can get primary care at both Bellin and Prevea at no cost to employee but we're going to pick up the tab from the plan perspective. And the cost will be lower than what it was this year so it will be about $75 a visit where it used to be about $135 per visit and then also Prevea will provide urgent care services for the same price and then both Prevea and Bellin will provide physical therapy and it will be a ten dollar co-pay for that. So it's cost savings for employee and employer.

- Especially since families

- And unfortunately Aroura has not offered any type of similar product or service but we're hopeful that in the near future they will.

- So if an employee, has city insurance but they go to Aurora they're still going be doing that 35 dollar.

- No that's where they'll pay the total cost of it.

- Is we're not covering.

- Okay. So that is a little bit of disruption.

- Yeah.

- But we're pretty confident that you know Prevea, I mean all you need to do is print cards for all employees.

- Right.

- They'll have the card, they'll go to Prevea and they get that on file. So it's similar to fast care. Where we think a lot of people use fast care who went to all three providers, you think they'll still go to Prevea or Bellin for services

- So if some has an Aurora as their main provider is this going to, in essence, kind of force them away form that unless they really like that person?

- That's true. I mean looking at it that way you know how we look at is you can still choose where you want to go but the savings to you and to the plan you can go to Bellin and Prevea

- And so, have you talked to the employees about this? I mean, it's reducing right? It says a two percent reduction in our protected premium so are they well enough informed? Do they understand that they might have to switch physicians?

- So we did talk to out benefits committee and they were all in favor of this and that's represented by all of our departments.

- Okay.

- I'm not sure if every single person

- Right.

- Is aware of this but the benefits committee thought that this was a very good idea and we agree. And like I said, I'm hopeful that we'll offer something similar within the next few years. I'm hopeful that it will happen but it might not.

- Obviously we've approached them, they know what's going on so they're fully aware eyes wide open.

- Yup.

- Free-based schools are doing something similar. I know I got a card in the mail because I have a couple months left of their insurance.

- It's the same thing that the school district

- Yeah. Okay.

- Has provided.

- Yeah the only caveat I have is that Fast Care and Urgent Care closes at eight PM. Yeah because I was forced to work with emergency

- Right. But, we've done very good educating employees and I think the health services in this community have opened up enough of these Urgent Cares

- Mhm.

- Within those hours I think you've probably seen a huge change in where people go when it's those kind of those normal office hours are closed.

- So we are going to discontinue Fast Care because you can go to Primary Care Bellin now for more services and no cost.

- Oh.

- And then we also have the Teladoc services that's very similar to Fast Care that just like

- So we're hoping that these you know these Primary Care services will help more people go in and get those preventative care before something gets worse but then they can still use Teladoc if they want to get a script written for them and things like that.

- So it's kind of the best of both worlds we're offering.

- Well good job.

- Any other questions for Staff? Okay for looking for a motion from us.

- Yes. Could you guarantee

- You've already kind of come to all these agreements and sounds like the employees are all on board. What if we all voted no right now?

- You can do that.

- But how would that would you have to go back

- Do you think

- You know this will satisfy this question for years to come.

- Well I think what we do as staff is we try to bring forth the best option for you to look at

- Okay.

- So that's where we do all our work in the background and bring that to you. So but there might be questions like let's say you thought that you want explore us increasing the deductible

- Okay.

- We can show you how that would work.

- To save the City some money.

- Yup or if you did want us to do this primary care service with Bellin let's say you felt strongly that everyone form Aura should have opportunity and shouldn't have to do that. And that's why we bring it to you.

- Thanks.

- So you guys have the final say.

- How about a motion?

- I'll take a motion.

- What's our motion?

- I guess I will add if you want to delegate that to us I guess we could make that decision. So um. The motion we're looking for is because you'll see that the increase of direct money from M3 is three point six five percent or so and we've talked about finance that our budgets looking a little tight. Um. We would ask that the motion would be to um. Improve the increase of no less than three point six five and no more than four percent if that makes sense?

- Yup.

- One thing to add in is that in the past common counsel might decide that we do a zero percent increase and that can save a lot of money for other different areas but then we fall behind in our health budget.

- Right.

- So let's say you decide to do a zero percent increase, we then could then um pay for some other services or equipment. We don't want to do that because we don't want to fall behind but we don't want to go too above because then we're wasting funds that could be used in different areas. So that's kind of

- It's like funding your pension system sufficiently and then you get cut short.

- Okay. I'd like to make a motion that we are projected increase for the new plan would be between three point six five but not more than four point zero percent.

- So no less than three point six five and no more than four point zero.

- Is it no less than?

- No less than.

- No less than three point six five but no more than four point zero.

- We are saving some money projected premium because of what we're doing. The steps that you guys took. So that's my motion.

- Okay I have a motion by Ald. Dorf second by Ald. Fay all in favor?

- Aye.

- Anyone opposed? Passes. All the carrying?

- Nope.

- Well wait number four?

- But I know its

- Number four is being held.

- Yeah and if you'd like to either now or for the next general remember this but you could amend it to Ald. Wery would like to say I think consideration with possible action requests by Ald. Wery to look at the policies and procedures.

- Okay I don't know that we would put that on the next agenda we would put request by Ald. Wery.

- Okay.

- Alright so any need a motion to hold?

- Wait.

- Didn't I just make a motion to add something? Or do I need to?

- Yeah I guess we probably should have motioned to hold.

- And first to add.

- I have a motion to amend by Ald. Dorf

- Second.

- Second by Ald. Corpus Dax all in favor?

- Aye.

- Any opposed?

- I have it and now I need a motion to hold.

- Hold.

- Could be quest.

- Second.

- I have a motion to hold by Ald. LeFay. Second by Ald. Dorf all in favor?

- Aye.

- Any opposed? Passes unanimously.

- We have no public hearings. Any information?

- No just the routine personal actions form if you guys have any questions on that.

- Questions? Comments? Concerns? Alright. And next meeting date is October eighth 2019 and a motion to adjourn.

- A motion to adjourn

- Second.

- And I have a motion by Ald. Lefay second by Ald. Dord to adjourn all in favor?

- Aye.

- There we go.

- Well this was really a tradition.