



MINUTES OF THE PERSONNEL COMMITTEE

TUESDAY, MAY 14, 2024, 4:30 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/86846491807?pwd=K3NJQlNxdXUlcjB2RlR0TWVTUkYldz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 868 4649 1807

Passcode: 298054

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. ROLL CALL.

Present: Jennifer Grant, Bill Galvin, Brian Johnson

Excused: Kathy Hinkfuss

Others Present: Community and Economic Development Director Cheryl Renier-Wigg, Public Works Director Steve Grenier, Finance Director Diana Ellenbecker, Chief of Operations Joseph Faulds, Asst. Chief Rob Goplin, HR Manager Melanie Falk and others.

C. APPROVAL OF THE AGENDA.

Moved by Ald. Brian Johnson, seconded by Ald. Jennifer Grant to approve the agenda.

Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jennifer Grant, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

- I. Approval of the Minutes from the April 30, 2024 Personnel Committee meeting.

Moved by Ald. Brian Johnson, seconded by Ald. Jennifer Grant to approve.
Motion Passed.
Yes- Bill Galvin, Brian Johnson, Jennifer Grant, No- None, Abstain- None.

E. REGULAR BUSINESS.

1. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.
 - a. Administrative Clerk

Moved by Ald. Brian Johnson, seconded by Ald. Jennifer Grant to approve.
Motion Passed.
Yes- Bill Galvin, Brian Johnson, Jennifer Grant, No- None, Abstain- None.

2. For consideration with possible action on the reclassification of the Public Works Construction Inspection Manager Pay Grade J, to Construction Manager, Pay Grade K.

Moved by Ald. Brian Johnson, seconded by Ald. Jennifer Grant to approve.
Motion Passed.
Yes- Bill Galvin, Brian Johnson, Jennifer Grant, No- None, Abstain- None.

3. For consideration with possible action on the request to increase the Public Arts Coordinator position from 30 hours per week to 40 hours per week.

Moved by Ald. Brian Johnson, seconded by Ald. Jennifer Grant to approve.
Motion Passed.
Yes- Bill Galvin, Brian Johnson, Jennifer Grant, No- None, Abstain- None.

4. For consideration with possible action on the request to reclassify the vacant Chief Building Official position to a new Architect/Commercial Building Inspector position and approval to fill the new position.

Moved by Ald. Brian Johnson, seconded by Ald. Jennifer Grant to approve.
Motion Passed.
Yes- Bill Galvin, Brian Johnson, Jennifer Grant, No- None, Abstain- None.

F. INFORMATIONAL.

1. Report of Routine Personnel Actions

2. Next Meeting: June 4, 2024

G. ADJOURNMENT.

Moved by Ald. Jennifer Grant, seconded by Ald. Brian Johnson to adjourn.
Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jennifer Grant, No- None, Abstain- None.