



AGENDA OF THE PERSONNEL COMMITTEE

TUESDAY, JUNE 18, 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=K3NJQlNxdXUlcjB2RlR0TWVTUkYdz09>

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.

C. Approval of the Agenda.

D. Approval of Minutes.

I. Approval of the Minutes from the June 4, 2024 Personnel Committee meeting.

E. Regular Business.

I. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

a. Arborist II

2. Update and discussion of negotiations on the 2024 City of Green Bay and City of Green Bay Fire Fighters Local 141, International Association of Fire Fighters AFL-CIO 158 labor agreement

The Committee may convene in closed session pursuant to § 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to § 19.85(2), Wis. Stats., to report

the results of the closed session and consider the balance of the agenda.

F. Informational.

1. Report of Routine Personnel Actions
2. Next Meeting: July 23, 2024

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Personnel Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

June 18, 2024

PREPARED BY

AGENDA ITEM # E.I

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

a. Arborist II

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Personnel Committee Request to Fill Memo
2. Arborist II - D. Krueger

MEMORANDUM



Human Resources Department

To: Personnel Committee

From: Emma Baierl
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: June 18, 2024

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2024 budget and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Arborist II – Replacement position due to the resignation of Daniel Krueger effective June 20, 2024. This position is budgeted at \$27.36 - \$32.18 per hour. (Pay Grade G)

**Position Fill Request
Justification Report
6.10.2024**

Position Title: Arborist II

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position will be vacant as a result of the resignation of Daniel Krueger effective at the end of the work day on June 20, 2024.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, the position is currently funded in the Forestry budget. The current wage range is \$27.36 - \$32.18 per hour (Pay Grade G).

- 3. Please list the functions and any special information regarding this position.**

Arborist II positions are responsible for tree pruning, tree removal and tree planting of 38,000 street trees and 10,000's park and conservancy trees in Green Bay. These are highly trained positions that use aerial bucket trucks and utilize technical rigging to perform tree work safely and efficiently.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

In house staffing instead of contracting these positions reduces expenses. The tree work done by these positions also reduces liability claims and exposure by properly maintaining city owned trees.

- 5. Please explain why current staff is unable to absorb duties of this position.**

There are 9 Arborist II positions. A vacant position makes it even harder for staff to keep up with work load.

- 6. If duties of position are presently being done, how are they done?**

Work is being done by existing staff as able based on priority of need. The overall needs outweigh current available staff.

7. What service would be reduced or eliminated if this position is not filled?

Tree pruning, stump grinding and tree planting will not be able to completed at current rate. This in turn will cause a greater back log than already present.

8. What are the alternative methods and costs of accomplishing the work?

There are none at this time. Forestry is not funded to contract work. Contract work is more costly than City staff.

9. Are there union issues?

There are no union issues.

10. Other supporting comments.

Without this position filled, we will not be able to get done the things we have planned at this time of the season, which will include storm response, planting, and trimming of trees.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

June 18, 2024

PREPARED BY

AGENDA ITEM # E.2

Update and discussion of negotiations on the 2024 City of Green Bay and City of Green Bay Fire Fighters Local 141, International Association of Fire Fighters AFL-CIO 158 labor agreement

The Committee may convene in closed session pursuant to § 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to § 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Fifth Exchange of Offers L141 to City 5-1-24
2. Local 141 and City Side Letter 2024
3. Fire Agreement - City Proposal 6-12-24



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

June 18, 2024

PREPARED BY

AGENDA ITEM # F.I

Report of Routine Personnel Actions

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Personnel Action Report 6.18.24

**REPORT OF ROUTINE PERSONNEL ACTIONS
FOR REGULAR EMPLOYEES
June 18, 2024**

<u>Position</u>	<u>Department/Division</u>	<u>Name</u>	<u>Date</u>
<u>New Hire</u>			
Neighborhood Compliance Inspector	DCED	Thomas Nier	6/10/2024
Civil Engineer I	DPW	Keeshawn Katers	6/10/2024
Conservation Corps Crew Member	PRF	Valerie Jeanquart	6/10/2024
Conservation Corps Crew Member	PRF	Kailey Gulmire	6/10/2024
Conservation Corps Crew Member	PRF	Kaitlin Messerschmidt	6/10/2024
Conservation Corps Crew Member	PRF	Bennett Schmitz	6/10/2024
Conservation Corps Crew Member	PRF	Violet Kipp	6/10/2024
Conservation Corps Crew Member	PRF	Ethan Mehre	6/10/2024
Conservation Corps Crew Member	PRF	Emily Kinney	6/10/2024
Seasonal Maintenance	DPW	Kelly Ripp	6/11/2024
Seasonal Maintenance	DPW	Benjamin Riggle	6/10/2024
Seasonal Engineering Aide	DPW	Elizabeth Alsteen	6/10/2024
<u>Promotion</u>			
Sewer Maintenance Worker	DPW	Logan Johnson	6/3/2024
Operator I	DPW	Ruben Rodriguez	6/3/2024
Patrol Officer Recruit	PD	Hunter Kniess	5/22/2024
Lieutenant	Fire	Tyler Gerrits	5/28/2024
Engineer	Fire	Timothy Everson	5/28/2024
<u>Transfer</u>			
Captain	Fire	Jordan Waack	5/28/2024
<u>Reclassification</u>			
Construction Inspection Manager	DPW	Jennifer McCartney Grube	6/2/2024
Assistant City Engineer	DPW	Trista Hobbs	1/1/2024
<u>Grade/Step Change</u>			
Assistant Fire Chief	Fire	Robert Goplin	6/2/2024
Fleet Manager	DPW	Nathan Wachtendonk	6/1/2024
Records Clerk	PD	Jennifer Swisher	5/2/2024
Parks Facilities Superintendent	PRF	Jason Arnoldi	6/1/2024
Pool Maintenance Specialist	PRF	Andrew Kazmer	6/2/2024
Resident Services Coordinator	DCED	Ka Vang	6/2/2024
Chief Naturalist	PRF	Kim Diedrich	6/2/2024
Curator of Animals	PRF	Lori Bankson	6/2/2024
Civil Engineer I	DPW	Dylan Ferron	6/1/2024
Public Works Supervisor	DPW	Crede Haut	6/1/2024
GIS Analyst	DPW	Zachary Jensen	6/1/2024
Public Works Superintendent	DPW	Dustin McMullen	6/1/2024
Erosion Control Specialist	DPW	Vivica Pelren	6/1/2024
Administrative Manager	PRF	Nina Robinette	6/1/2024
Engineering Technician	DPW	Thomas Schuurmans	6/2/2024

Public Works Supervisor	DPW	Stu Stormer	6/1/2024
Public Works Supervisor	DPW	Dan Szymik	6/2/2024
Arborist I	PRF	Brad Jozwiak	6/2/2024
Arborist II	PRF	Evan Allen	6/1/2024
Arborist I	PRF	Timothy Gitter	6/2/2024
Arborist II	PRF	Jesse Abruzzi	6/1/2024
Appraiser II	Admn Svs	Jim Placek	6/2/2024
Engineering Technician	DPW	Abigail Adams	6/1/2024
Public Works Superintendent	DPW	Joshua Brassfield	6/1/2024
Civil Engineer I	DPW	Max McGuire	6/1/2024
Electrician	DPW	Timothy Reed	6/2/2024
Engineering Technician	DPW	Kyle Vanderloop	6/11/2024
Civil Engineer II	DPW	Kayla Wasielewski	6/1/2024
Programmer Analyst	IT	Yurshia Xiong	6/2/2024
Mechanic	PRF	Thomas Marto	6/1/2024
Park Facilities Supervisor	PRF	Britney Burkart-Labar	6/2/2024
Mechanic	PRF	Mitchell Klein	6/1/2024
Electrician	DPW	Kirk Drossart	6/4/2024
Electrician	DPW	Peter Vissers	6/4/2024
Electrician	DPW	Eric Vanlaanen	6/4/2024
Electrician	DPW	Travis Anklam	6/4/2024
Sewer Worker Foreperson	DPW	Michael Deniel	6/15/2024
Word Processor	PD	Tammy Hansen	6/2/2024
Records Clerk	PD	Carla Hoffmann	6/2/2024
Word Processor	PD	Jane Clark	6/2/2024
Administrative Clerk	PD	Jamie Wozniak	6/2/2024
Mechanic Foreperson	PD	James Spychalski	6/1/2024
Mechanic	PD	Todd Buth	6/1/2024
Mechanic	PD	Marty Biese	6/1/2024
Public Works Superintendent	DPW	David Wiesman	6/1/2024
Civil Engineer I	DPW	Kelly O'Malley	6/1/2024
Human Resources Generalist II	HR	Adam Reidinger	6/1/2024
Wellness Administrator	HR	Amber Van Allen	6/2/2024
Human Resources Generalist II	HR	Jennifer Smits	6/2/2024

End of Employment

Battalion Chief	Fire	David Kolz	6/16/2024
Arborist II	PRF	Daniel Krueger	6/20/2024
Conservation Corps Crew Member	PRF	Connor Dewick	6/21/2024