

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING*
FRANKLIN CITY HALL, COMMON COUNCIL CHAMBERS
9229 W. Loomis Road, Franklin, Wisconsin
August 15, 2011 – 6:00 p.m.
AGENDA**

- I. Call to Order and Roll Call
- II. Citizen Comment Period
- III. Approval of July 18th, 2011 Minutes
- IV. Discussion on personnel and benefit policy recommendations relative to pension contributions, health insurance contributions, and health insurance benefits with consideration of following State actions related to WRS.
- V. Review a draft revision to the “Manual of Personnel Rules” including but not limited to the following:
 1. Revision of Title to “The Civil Service System Personnel Administration Program”
 2. Expansion of Application to employee classes and identifying “certified” classes of employees
 3. Legal requirements of a Civil Service System
 4. The impact of Act 10 on a Civil Service System
 5. Revision to the grievance procedure standards of review, including but not limited to reducing the “Just Cause” standard to a standard of reasonable and appropriate and implications and requirements of a “just cause” standard
 6. Establishing a complaint procedure for items within the scope of the Civil Service but outside the scope of Discipline
 7. Establishing a process for review of Workplace Safety Issues, and
 8. Modifications to the application and hiring process to reconcile with current practices
- VI. Discussion on proposed revisions to the Employee Handbook, the Hiring Policy, and the Salary Administration Policy to reconcile and coordinate with changes in the “Manual of Personnel Rules” (or the Civil Service System Personnel Administration Program).
- VII. Request for a special meeting for continuation of review of draft revision to the “Manual of Personnel Rules” (or the Civil Service System Personnel Administration Program) including discussion on elimination of a “just cause” standard in review of complaints and grievances, including in relation to disciplinary matters and other conditions of employment.
- VIII. Open Positions Report
- IX. Next Meeting Date – September 19, 2011
- X. Adjournment

*Notice is given that a majority of members of the Common Council of the municipality are expected to attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This may constitute a meeting of the Common Council per *States ex re. Badke v. Greendale Village Bd.* even though the Common Council will not take formal action at this meeting.