

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., November 16, 2015**

MINUTES

- I. The November 16, 2015 Personnel Committee Meeting was called to order at 6:08 p.m. by Chair Brunner in the Hearing Room at City Hall. Members present were Brunner, Wikel, Barber, Alderman Dandrea, and Alderman Schmidt. Alderman Mayer and Member Sheehan were excused. Also in attendance were Director of Administration Luberda and Human Resources Coordinator Zahn.

- II. Citizen comment period

There were no citizen comments

- III. Approval of the Minutes from October 12, 2015

Motion by Alderman Schmidt and seconded by Member Barber to approve the October 12, 2015 minutes as written. Motion Carried: Ayes – All.

- IV. Insurance Renewals for 2016 – Presentation by Tom Jocz, Diversified Insurance Services and Related Benefit Modifications.

Motion by Member Barber and seconded by Alderman Schmidt to recommend to the Common Council the continued membership with the Business Health Care Group and to authorize the Director of Administration to execute renewal documents with Humana and Diversified for health and dental plan and claim administration services, specific and aggregate stop loss coverage, and broker services for fees and premiums not to exceed those rates as provided in the “Summary of Partially Self-Funded Premiums for City of Franklin” with the bottom line “Total Estimated Maximum Cost” of \$3,957,723.24 as may be amended to reflect plan language changes as approved by the Common Council. Motion Carried: Ayes – All.

Motion by Member Barber to recommend to the Common Council, effective 1/1/2016, to amend plan documents to reflect a non-specialty drug pharmacy benefit of \$10/\$35/\$50 (generic, level 2 retail, and level 3 retail respectively), the inclusion of the extraction of wisdom teeth into the medical plan, and the increase of the maximum per person dental benefit to \$2,000, with plan language and documents as to be approved and executed by the Director of Administration. Motion Failed due to a lack of a second.

Motion by Member Wikel and seconded by Member Barber to recommend to the Common Council, effective 1/1/2016, to amend plan documents to reflect a non-specialty drug pharmacy benefit of \$10/\$35/\$50 (generic, level 2 retail, and level 3 retail respectively), the inclusion of the extraction of wisdom teeth into the medical plan, and the increase of the maximum per person dental benefit to \$2,000, with plan language and documents as to be approved and executed by the Director of Administration. Motion Carried: Ayes – All.

- V. Approval for the Civil Service Sub-Committee to consider the addition of a retro-active stipulation to the list of applicants for Building Inspectors as approved on September 25, 2014, to include that it is deemed to be in the interest of City Service, in accordance with Section 8.1 of the Civil

Service Rules, to extend the introductory period, per the Civil Service Committee, for up to an additional one year, as to be determined by the Director of Administration, for the purpose of retaining introductory-period status while obtaining additional certifications as per Section 7.3 of the Civil Service Rules.

Motion by Member Barber and seconded by Member Wikel to give the Civil Service Subcommittee permission to consider the addition of a retro-active stipulation to the list of applicants for Building Inspectors as approved on September 25th 2014, to include that it is deemed to be in the interest of City Service, in accordance with Section 8.1 of the Civil Service Rules, to extend the introductory period, per the Civil Service Committee, for up to an additional one year, as to be determined by the Director of Administration, for the purpose of retaining introductory-period status while obtaining additional certifications as per Section 7.3 of the Civil Service Rules. Motion Carried: Ayes – All.

VI. Update on the Classification and Compensation Study

Director of Administration Luberda gave an update on the fact that the Study had been passed by the Common Council. We are working on implementing the wage increases for the December 11th payroll and will be subsequently addressing the employee appeals to hopefully have them completed prior to the end of the year.

VII. Staffing Report

No Action Needed

VIII. Next Meeting Date

The next regularly scheduled meeting would be 12/21/2015 unless a meeting is called earlier to address employee appeals to the Classification and Compensation Study.

IX. Adjournment

Motion by Member Barber and seconded by Alderman Dandrea to adjourn the Personnel Committee meeting at 7:20 p.m. Motion carried: Ayes-All.