

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING  
FRANKLIN CITY HALL HEARING ROOM  
9229 W. Loomis Rd., Franklin, Wisconsin  
6:00 p.m, May 20, 2019**

**MINUTES**

- I. The May 20, 2019 Personnel Committee Meeting was called to order at 6:00 p.m. by Chair Brunner in the Hearing Room at City Hall. Members present were Brunner, Traynor, Pesch, Prusko, Alderman Barber, and Alderman Dandrea. Member Wikel and Alderman Mayer were excused. Also in attendance was Human Resources Coordinator Zahn.
- II. Citizen comment period  
There were no citizens present.
- III. Approval of the Minutes from 2/18/2019.  
Motion by Alderman Barber and seconded by Member Traynor to approve the minutes from 2/18/2019.  
Motion Carried: Ayes – All.
- IV. CDL requirements  
Motion by Alderman Barber and seconded by Member Budny to approve the change with the stipulation that we are able to recover any costs incurred if they leave before 1 year, and to authorize the change to the job descriptions. Motion Carried: Ayes - All.
- V. Revisions to the Job Descriptions for the Inspection Services Department  
Motion by Alderman Barber and seconded by Member Traynor to accept the revisions as requested.  
Motion Carried: Ayes – All.
- VI. Revisions to the Job Descriptions for the Public Health Nurse, Public Health Nurse Supervisor, and Public Health Specialist  
Motion by Alderman Dandrea and seconded by Member Prusko to approve the job descriptions as presented for the Health Department. Motion Carried: Ayes - All.
- VII. Staffing Report  
No Action Needed
- VIII. Next Meeting Date  
The next regularly scheduled meeting is planned for June 17, 2019.
- IX. Adjournment  
Motion by Alderman Dandrea and seconded by Member Pesch to adjourn the Personnel Committee meeting at 6:23 p.m. Motion carried: Ayes-All.