

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING  
FRANKLIN CITY HALL HEARING ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
6:00 p.m., July 17, 2023**

**MINUTES**

- I. The July 17, 2023 Personnel Committee Meeting was called to order at 6:00 p.m. by Chair Wikel in the Hearing Room at City Hall. Members present were Chair Wikel, Alderman Barber, Alderman Holpfer, Alderman Hasan, Traynor, Emmons, and Prusko. Member Budny was absent. Also in attendance were Director of Administration Hersh and Human Resources Manager Zahn.

- II. Welcome to New Members and Introductions

- III. Citizen comment period

There were no comments during the citizen comment period.

- IV. Approval of the Minutes from 6/19/2023

Motion by Member Traynor and seconded by Alderman Barber to approve the minutes from 6/19/2023 as written. Motion Carried: Ayes- All.

- V. Election of Officers

Motion by Member Traynor and seconded by Member Prusko to nominate Alderman Barber as Chair. Motion by Alderman Barber and seconded by Alderman Holpfer to nominate Dale Wikel as Chair. Upon voting 3 members voted for Alderman Barber and 3 members voted for Dale Wikel.

Motion by Member Traynor and seconded by Alderman Holpfer to nominate Dale Wikel as Chair and Alderman Barber as Vice-Chair. Motion Carried: Ayes – All.

- VI. Adjustment of Sick Leave and Holiday Benefits for the Fire Battalion Chiefs to more closely align with benefit changes for the Fire Union Members

Motion by Alderman Barber and seconded by Alderman Holpfer to recommend to Common Council the implementation of the two benefit changes for the Battalion Chiefs effective 1/1/24 and authorization to insert the recommended language changes into the Employee Handbook. Motion Carried: Ayes – All.

- VII. Strategy for Updating the Classification and Compensation Study

Motion by Alderman Barber and seconded by Member Emmons to table the discussion regarding the compensation plan until the January 2024 meeting so that discussion can be held after the report is received by the consultant and that the results can be put into the next years budget. Motion Carried: Ayes – All.

Motion by Alderman Holpfer and seconded by Alderman Barber to proceed with a study thru GovHR for a compensation study as discussed. Motion Carried: Ayes – All.

VIII. Department of Administration Updates

Director of Administration Hersh informed the group that the Police labor agreement had been settled. She also informed the group that she was looking into motivational items to improve morale and discussed the need for training, education, evaluations, etc.

Human Resources Manager Zahn distributed information regarding all terminations over the past 5 ½ years and the reasons for employees leaving (which had been requested by the group in June).

No action was taken.

IX. Staffing Report

Information was provided but no action was needed.

X. Next Meeting Date

The next regularly scheduled meeting is planned for August 21, 2023.

XI. Adjournment

Motion by Member Traynor and seconded by Alderman Barber to adjourn the Personnel Committee meeting at 7:17 p.m. Motion carried: Ayes-All.