

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., Monday, January 20, 2014**

MINUTES

- I. The January 20, 2014 Personnel Committee Meeting was called to order at 6:00 p.m. by Vice-Chair Wikel in the Hearing Room at City Hall. Members present were Wikel, Green, Barber, Sakwinski, Alderman Mayer, Alderman Schmidt, and Alderman Dandrea. Member Sheehan and Chair Brunner 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 Minutes of 11/18/2013.

Motion by Member Green and seconded by Member Barber to approve the minutes from 11/18/2013 as written. Motion Carried: Ayes – All.

- IV. Revisions to the Job Description of Assistant Mechanic

Motion by Alderman Mayer and seconded by Alderman Schmidt to recommend to Common Council to approve the changes to the job description as written with a consensus to look at whether the HazMat Endorsement should be added. If so, we will add that recommendation to the Common Council packet. Motion Carried: Ayes –All.

- V. Policy on Compensation Adjustments for Extended-Term Duty Assignments Out-of-Class

Motion by Alderman Schmidt and seconded by Member Barber to recommend approval with the change of 60 days to 30 days. Motion Carried: Ayes – 4, No – 2 (Aldermen Mayer and Dandrea).

- VI. Staffing Report

Human Resource Coordinator Zahn stated that there would be another opening for a Dispatcher due to a new resignation. No Action was taken.

- VII. Next Meeting Date

The next regularly scheduled meeting would be 2/17/2014.

- VIII. Adjournment

Motion by Member Green and seconded by Alderman Mayer to adjourn the Personnel Committee meeting at 7:05 p.m. Motion carried: Ayes-All.