

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., May 9, 2018**

MINUTES

- I. The May 9, 2018 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, Wikel, Traynor, Pesch, Budny, Alderman Mayer and Alderman Dandrea. Alderman Barber was excused. Also in attendance were Director of Administration Luberda and Human Resources Coordinator Zahn.

- II. Citizen comment period

There were no citizens present.

- III. Approval of the Minutes from 2/19/2018.

Motion by Member Wikel and seconded by Alderman Dandrea to approve the minutes from 2/19/2018.
Motion Carried: Ayes – All

- IV. Approval of a revised Anti-Harassment Policy and related applications within the Employee Handbook.

Motion by Member Budny and seconded by Member Traynor to recommend to Common Council to adopt the revisions to the anti-harassment policy and its related applications. Motion Carried: Ayes – All.

- V. Approval of a revised Job Description for the position of Director of Health and Human Services

Motion by Alderman Dandrea and seconded by Alderman Mayer to send this Director of Health and Human Services job description to Common Council for approval. Motion Carried: Ayes – All.

- VI. Increase of an extended term part-time Maintenance Custodian from a regular schedule of 19 hours to 20 hours.

Motion by Member Pesch and seconded by Alderman Mayer to recommend to Common Council to increase 1 extended part-time Maintenance Custodian from a regular schedule of 19 hours/week to 20 hours/week. Motion Carried: Ayes – All.

- VII. Staffing Report

No Action Needed.

- VIII. Next Meeting Date

The next regularly scheduled meeting is planned for June 18, 2018.

- IX. Adjournment

Motion by Alderman Dandrea and seconded by Member Pesch to adjourn the Personnel Committee meeting at 6:40 p.m. Motion carried: Ayes-All.