

CITY OF ELKHORN
Human Resources
Council Chambers, 9 S. Broad Street, Elkhorn, Wisconsin

December 14, 2009

Chairman Ronald Dunwiddie called the Human Resources Committee meeting at 5:45 p.m. followed by Roll Call.

ROLL CALL

Present: Aldermen Ronald Dunwiddie, Kim DeHaan, Scott McClory

Also present: City Administrator Sam Tapson, Finance Director Mary Hinske, Library Director Lisa Selje, City Clerk Darlene Igl

GROUP HEALTH INSURANCE ELIGIBILITY REQUIREMENTS

Administrator Tapson stated that an employee working 30 hours a week is eligible for health insurance benefits under the current plan. Employees working between 30 and 40 hours are required to pay a contribution of 25% of the premium. If an employee declines coverage when first eligible, they can only enroll later if there is a HIPAA qualifying event as the plan does not have an open enrollment period. It was explained that this question arose as there was a change in employment status in which an employee was moved from a 30 hour per week position to a full time position. Administrator Tapson stated that the plan could be amended to add change of employment status as a special condition allowing an employee to enroll even if they had initially declined coverage. It was discussed that this special condition should only be allowed one time for any employee. Motion (McClory/Dunwiddie) to add change of employment status to the list of special enrollment events effective at renewal on July 1, 2010. Motion carried.

NON-REPRESENTED EMPLOYEE WAGE ADJUSTMENT

Administrator Tapson presented information on a non-represented employee wage adjustment. He stated that the union employees' wages are set to increase 3.25% in 2010. It was recommended that the "market adjustment" be set at 2.25% which would net an annualized rate of 3.07% when coupled with anniversary date performance adjustments. Motion (McClory/DeHaan) to recommend to Council that a wage adjustment of 2.25% for non-represented employees be approved. Motion carried.

ADJOURNMENT

Motion (DeHaan/McClory) to adjourn at 6:25 p.m. Motion carried.

Darlene R. Igl
City Clerk