

CITY OF ELKHORN
Human Resources
First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin
January 7, 2013

Chairman Kim DeHaan called the Human Resources Committee meeting to order at 5:00 p.m. followed by Roll Call.

ROLL CALL

Present: Aldermen Kim DeHaan (via video), Gary Payson, Sr., Brian Olson

Also present: City Administrator Sam Tapson, Fire Chief Rod Smith, Finance Director Mary Hinske, Deputy Clerk Theresa Sissons, Police Chief Joel Christensen, and Electric Utility Director John Murphy

UNIFORM ALLOWANCE: DISPATCHERS

It was recommended that the City will provide a uniform via the "Quarter Master" Method. When an irreparable clothing item is turned in, a replacement will be given out. Therefore, the actual dollar amount will be spent on the replacement clothing rather than a cash payout to the employee. The City will let the Police Department set the standard as to how it will handle this issue. Motion (Payson/Olson) to forward this to Council. Motion carried.

WAGE ADJUSTMENTS FOR PART-TIME, SEASONAL AND LTE EMPLOYEES

There was discussion regarding wage adjustments for part-time, seasonal, and LTE employees. The committee decided to table this until research can be conducted from surrounding communities regarding wages. A study of Election Worker's wage compensation will also be conducted.

FUTURE HUMAN RESOURCE INITIATIVES

Department heads should do reviews of their staff and discuss objectives and goals for their positions. The Department Heads need to communicate the objectives/goals they discuss with employees to the Common Council so everyone is on the "same page". A "merged" or "common wage scale" needs to be implemented so there is more continuity between departments. This would be a comprehensive plan for all employees, excluding the Police Department due to their contracts. This will be tabled until a later date after more options are available.

ADJOURN

Motion (Olson/Payson) to adjourn at 5:32 p.m.

Theresa Sissons
Deputy Clerk