

EMPLOYEE RELATIONS COMMITTEE MEETING

Tuesday, October 25, 2005

Council Chambers

PRESENT: Aids. Bruderle-Baran, Casey, Jenkins, Kopischke – 4

EXCUSED: Ald. Stepaniak

ALSO PRESENT: Aids. Grimm, Treis; T. Wontorek, City Admin.; B. Aldana, Asst. City Atty./Personnel Admin.; K. Isleb, City Assessor; R. Lenski, Deputy Assessor, M. Curtis, Appraiser II; L. Murphy, Mun. Clerk II

Ald. Jenkins as Chair called the meeting to order at 7:15 p.m.

Reorganization of the City Assessor's office

Clerk II position –

Ms. Aldana said the reclassification of the Municipal Clerk II to Municipal Clerk I also includes a reduction in hours for this position from full time to half time. This proposal would not go into effect until July 1, 2006.

Ms. Isleb said that due to the implementation of technology, her office no longer has the need for a full time clerical position. She said they have been looking at making this change over the past three years.

Ald. Grimm noted that the Municipal Clerk involved was not told about the change in her job status, she was made aware of it by mistake. Ms. Aldana said they are announcing the proposed changes well in advance of when they would take effect. They feel the employee involved has ample time to plan for the change. She said the employee involved has a right to apply for any other comparable position. Bumping rights are not part of the equation at this time.

Ald. Grimm asked about the clerk's appraiser certification. Ms. Isleb clarified that this employee has an assessment technician certification. This is the lowest classification and does not require any continuing education credits. This is not an appraiser position. Ald. Grimm questioned the cost savings if one position is being cut and another position is getting a salary increase.

Ald. Birschel suggested that this position could be shared by different departments for a total equivalent to full time hours. Ms. Aldana said if that opportunity were to come up they would consider that.

Mr. Curtis expressed his concern that the office would still be in need of someone to do a certain level of clerical duties even with increased technology and especially in light of the upcoming revaluation cycle.

Ms. Murphy questioned why her position had to be cut and her clerical duties turned over to an appraiser.

Ms. Aldana said that with regard to bumping rights, if anything changes in the union contract that option will be open to the person involved.

Ald. Grimm said the situation in which this employee found out about the changes in her position was not handled well. She should have been informed and not found out by accident. Ald. Casey said the way the individual found out could have been handled better and should have been delivered personally. This type of situation is very difficult to deal with. He noted that in many areas of the real estate and development industry the number of support staff has been reduced. He further noted that about 3 or 4 years ago the department heads

were given a directive to address fiscal constraints in their budgets. He would like to support the department heads when they are dealing with budgetary decisions.

Ald. Bruderle-Baran said she was encouraged that the personnel department will work with this employee in order to help with the transition.

Moved by Ald. Bruderle-Baran, seconded by Ald. Casey to recommend approval of the reclassification in the Assessor's Office from Municipal Clerk II to Municipal Clerk I with a reduction in hours from full time to half time – 4

Appraiser I position –

Ms. Aldana said this reclassification from Appraiser I to Appraiser III is compensating for duties already performed. The reclassification goes to the position, not to the individual. This is a reclassification, not a promotion. Ms. Isleb said this position is already performing Appraiser III functions which are highly complex, technology oriented functions. They had wanted to make this change in 2002 and then the position became vacant. They informed the person they hired for the position that the position classification was under review. This change would become effective on November 1, 2005. She said there would be a slight amount of additional cost this year that is covered in their budget. She added that the cost savings in 2006 would be \$5,000 and would double to \$10,000 in 2007.

Ald. Grimm asked if a test was given for the position before it was filled. Ms. Isleb responded that they tested 8 applicants and interviewed five or six. The person they hired had the highest score of all the applicants. She added that the same test was given all the people who applied. Ald. Grimm expressed strong concern about the way the reclassification was being handled.

Ald. Kopischke felt there was a misunderstanding of the process for hiring and for position reclassifications. Ald. Casey reiterated Ms. Aldana's earlier comments that a reclassification is a change in grade and not a promotion.

Moved by Ald. Casey, seconded by Ald. Kopischke to recommend approval of the reclassification in the Assessor's Office of the Appraiser I position to Appraiser III – 4

Moved by Ald. Casey, seconded by Ald. Bruderle-Baran to convene into closed session per Wis. Stat. 19.85(1)(e): Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session, and may reconvene into open session – 4

The committee convened into closed session at 7:59 p.m.

Update on collective bargaining with AFSCME Union Local 305 and OPEIU Union Local 35

The meeting adjourned at 8:25 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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