

EMPLOYEE RELATIONS COMMITTEE MEETING

Tuesday, April 29, 2008

Council Chambers

PRESENT: Alds. Purins, Donegan, Krol, Walsh – 4

EXCUSED: Ald. Ewerdt

ALSO PRESENT: J Archambo, City Admin.; B. Aldana, Asst. City Atty./Personnel Dir.;
N. Kreuser, Health Officer

Ald. Purins as chair called the meeting to order at 7:30 p.m.

Ordinance amending Chapter 2.59 of the Code regarding a Project Specialist-Preparedness position in the Health Department

Due to the fact that some members of the Employee Relations Committee have changed and with some new aldermen added, Ms. Aldana gave an overview of the consortium, fiscal agent, grant funding and the personnel structure.

The committee discussed for adoption the requested change in title. This position is handled administratively through the city though it is grant funded. Originally in 2003 the consortium was staffed by a program coordinator and program assistant. The position change is being requested due to the vacancy of the program assistant. The consortium is looking at ways to increase efficiency, and is evolving from planning to exercising drills, hosting forums and educating the community. This position would include in-house training and project coordination.

The consortium board members put together a job description and salary to fit their needs. Ms. Aldana compared the description to the Carlson Dettman survey and found it comparable to a Grade 8 position. This will be a non-represented position. This is considered a temporary position in the sense that there is no obligation on the city's party once the funding has ceased.

Moved by Ald. Donegan, seconded by Ald. Walsh to
recommend adoption of an ordinance amending Chapter 2.59
of the Code creating a grant funded Project Specialist-Preparedness
position for the Milwaukee/Waukesha County Consortium for Emergency
Preparedness – Ayes: 4

Request for approval of administrative agreement for Humana Dental Plan

The committee reviewed a memo from the Asst. City Attorney/Personnel Dir. regarding a request for approval of the administrative agreement for the Humana Dental plan.

Ms. Aldana brought the Employee Relations Committee up to date on the significant restructuring of the medical and dental plan last year. The city was no longer able to maintain a process with the former administrator for a dental plan only. This happened after the medical transition. Humana was the lowest cost proposal. Ald. Donegan asked if the city will still have two dental plans. The majority of the dental

enrollment is with Humana. Ald. Donegan asked if there is intent to put the entire dental into one plan. Ms. Aldana reported that Humana administers a self insured plan and Care Plus is a separate plan which was identified in one of the labor agreements. Ms. Aldana reported that in one union contract a concession was made to increase the amount that the city would pay per year and is not identical on the two dental plans. Care Plus renews yearly if not cancelled by the city.

Ald. Krol commented that a performance guarantee should be asked for in future agreements. Ms. Aldana advised that she would see if she could build this performance guarantee into this plan before it is signed.

Moved by Ald. Donegan, seconded by Ald. Walsh
to recommend approval of the administrative
agreement for the Humana Dental Plan – Ayes: 4

Ald. Purins reported that for the next meeting, he would like to have an orientation to include any exceptional issues for employment or termination for the next year. The Employee Relations committee was asked to think about any objectives they would like to see for administration. The process for the City Administrators review process should be addressed. Ald. Purins asked if some of the policy issues could be in the form of resolutions instead of ordinances, as the process is too involved otherwise. Ms. Aldana noted that they had tentatively slated a health insurance report for that meeting. Ald. Purins asked if the orientation could be held on May 13th and the health insurance report held for the May 27th meeting.

The meeting adjourned at 8:00 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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