



CITY OF WAUWATOSA
7725 WEST NORTH AVENUE
WAUWATOSA, WISCONSIN 53213
Telephone: (414) 479-8917
Fax: (414) 479-8989
Web Site: www.wauwatosa.net

EMPLOYEE RELATIONS COMMITTEE MEETING

Tuesday, Nov. 25, 2008

Council Chambers

PRESENT: Alds. Krol, Ewerdt, Walsh, Purins - 4

EXCUSED: Ald. Donegan

ALSO PRESENT: J. Archambo, City Admin.; B. Aldana, HR Dir./Asst. City Atty.; M. Loy, Health & Productivity Coordinator; N. Kreuser, Health Officer

Ald. Purins as chair called the meeting to order at 7:00 p.m.

Proposed Epidemiologist reconfiguration

The committee reviewed a memo from the Health Officer regarding a proposed epidemiologist reconfiguration using existing grant funds.

The Health Officer reported that currently the position is half time city funded and half time preparedness consortium funded. Ms. Kreuser said she would like to take the half time consortium piece away and make this a full time position using local funds. She said there are a number of facets involved with this position. Included in the epidemiologist job is public health management for environmental services. This person has an emergency preparedness background, does GIS mapping and is excellent in data systems. Ms. Kreuser said her intention is to temporarily place the additional half time on grant funding and through attrition he would fall into one of these vacancies. There is no intent to increase any full time equivalent.

There was brief discussion and Mr. Archambo was asked his opinion on this. Mr. Archambo said that the only part that caused him concern is the attrition piece ,especially with smaller departments. He said the way Ms. Kreuser is proposing to move people around long term makes sense. When asked if there is a back up funding plan if attrition doesn't come to be, the Health Officer said she believed she could cover the position.

Ald. Krol asked why the half time consortium position change was being made. Ms. Kreuser said another city is taking over as fiscal agent at the end of the year. Ald. Krol asked because of the fiscal agent change if any other positions are being affected. Ms. Kreuser said two other positions will be transferring to Cudahy. Ald. Krol noted that there is no budget impact as the funding source is already located in the health services budget.

Moved by Ald. Krol, seconded by Ald. Ewerdt to recommend creating an ordinance for introduction for the reconfiguration of the epidemiologist position, with the understanding that this will be funded out of the 2009 Health Department budget, with the possibility of attrition in 2010 that will keep the full time equivalent at the current level - 4

Contract approval for administration of Flexible Spending Accounts

The Human Resources Director/Asst. City Attorney discussed with the committee her recommendation to enter into a contract with Diversified Benefit Services to provide Flexible Spending Account administration. Ms. Aldana advised that the City has been administering employee flexible spending accounts internally since 2003. Since that time there has been a 229.8% growth in employee participation. Mr. Loy said that by having a Flexible Spending Account (FSA) Administrator privacy concerns may be less of an issue and will help maintain a level of service for ability that employees will have easy access to their benefits.

Ms. Aldana noted the first priority is to increase employee participation which will then save the city money.

Moved by Ald. Krol, seconded by Ald. Ewerdt to recommend approval a contract for professional services with Diversified Benefit Services to provide Flexible Spending Account Administration - Ayes: 3 Present: 1 (Walsh)

City Administrator performance evaluations

Moved by Ald. Krol, seconded by Ald. Walsh to convene into closed session per Wis. Stat. 19.85(1)(c):. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and may reconvene into open session – 4

The committee convened into closed session at 7:22 p.m.

The meeting adjourned at 7:50 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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