



**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, January 3, 2012  
Back of Council Chambers

PRESENT: Alds. Donegan, Ewerdt, Walsh, Organ, Berdan - 5

ALSO PRESENT: J. Archambo, City Administrator; B. Aldana, HR Dir./Asst. City Atty.

Ald. Donegan as Chair called the meeting to order at 6:45 p.m.

### **Elimination of DPW Dispatcher Clerk position and creation of a DPW Management Analyst position**

The committee reviewed a memo from the Human Resources Director regarding authorization to redirect salary dollars from a vacant DPW Dispatcher Clerk position by elimination of that position, creating a DPW Management Analyst position.

Ms. Aldana advised that DPW has two Dispatch/Clerk positions that provide customer support to the public of which one position has been vacant since mid-2011. The dispatch/clerk positions provide customer support to the public, issues permits during the week, provide office clerical support to Streets Division management and perform certain dispatch functions for the various field operations.

Ms. Aldana said that the consensus was there is a need for an additional person but not in the same job description. On a trial basis a temporary management analyst was put in the position using the vacant Dispatcher/Clerk salary and has gone extremely well. Some of the clerk duties were reassigned to the Fleet Clerk.

Mr. Porter said the temporary analyst has assisted with the DPW budget preparation, provided administrative support to the Director and Superintendent, was active on the PRIME Team which was responsible for the automated recycling collection program and prepares the monthly reports. She also is revamping the request tracker system so phone calls and letters may be included in the data analyzed.

Ms. Aldana mentioned that in the past there has been a program analyst position that has remained unfilled. The City will realize significant value and efficiency with this person placed in the permanent position.

Moved by Ald. Organ, seconded by Ald. Ewerdt  
to recommend approval that the temporary Management Analyst  
position be made into a regular full-time position at  
the starting salary of \$42,212.30 – Ayes: 5

### **Update on police department negotiations**

Ms. Aldana updated the committee on the status of the police department negotiations. She said in economic terms the contract is substantially similar to the contract ratified with the Fire Department.

The committee discussed the pros and cons of settling the contract with the addition of professional days which is the only significant difference. Mr. Archambo responded that whereas the Fire Department is ranked number two or three in terms of like municipality pay-scale, the Police Department ranks five or six as to why this was being given consideration. Ms. Aldana will update the committee as requested.

The meeting adjourned at 7:30 p.m.

Carla A. Ledesma, City Clerk  
City of Wauwatosa

mks