



**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, March 26, 2013

Committee Room #2

PRESENT: Aids. Causier, Berdan, Hanson, Organ, Wilson – 5

ALSO PRESENT: J. Archambo, City Admin.; A. Brown, Asst. to the City Admin.

Ald. Causier as Chair called the meeting to order at 7:08 p.m.

### **Pay for performance bonus program**

The committee reviewed a memo from the Assistant to the City Administrator regarding the pay for performance bonus program.

In December 2011, salary increases for non-represented and general employees for 2012 were discussed. At that meeting pay linked to performance was identified as a one-time pay enhancement employees could receive. City staff was asked to develop a structured approach.

In February 2012, the committee was supportive of the project and/or work-group-driven framework; they thought the process should be simplified and that pay enhancements should be based on impact. After consideration of the committee discussion, the program was modified. In 2012, \$50,000 was set aside for performance pay.

Mr. Brown said that late in 2012 employees were asked to submit applications for projects. This included completed, ongoing, or yet to be started projects that met the program intent. The intent of the program is to identify projects that had a high organizational impact and may go beyond the scope of employee's stated duties, tasks and responsibilities.

Mr. Brown said that projects were reviewed based on a set of qualitative and quantitative criteria. Nineteen projects were submitted and five of these stood out due to high impact and superior level of initiative.

Mr. Brown said the 2012 significant contributors are: the 2012 Capital Budget/Meinecke Avenue Flood Mitigation Project, the Advanced Metering Infrastructure Conversion, Phase I, the Fleet Maintenance Equipment Rent, and the Automated Personnel Schedule.

The #1 project was the PRIME Team which brought management and function together for one cohesive approach to rethink a way of delivering a product.

Mr. Brown said that all 19 projects submitted will receive a one- time merit award paid out on April 4, 2013.

There was a concern expressed that employees would posture themselves for the good projects. Mr. Brown said that was a fair and relevant concern, that with any incentive base it is a concern. Mr. Brown felt there is room for modification down the road.

The meeting adjourned at 7:23 p.m.

Carla A. Ledesma, City Clerk  
City of Wauwatosa

mks