

CITY OF WAUWATOSA  
7725 WEST NORTH AVENUE  
WAUWATOSA, WI 53213  
Telephone: (414) 479-8917  
Fax: (414) 479-8989

**EMPLOYEE RELATIONS COMMITTEE MEETING**

Tuesday, May 14, 2002

Council Chambers

PRESENT: Ald. Heins, Jenkins, Stepaniak – 3  
EXCUSED: Ald. Kopischke  
ABSENT: Ald. Casey  
ALSO PRESENT: T. Wontorek, City Admin.; M. Brown, Personnel Director

Ald. Jenkins as Chair called the meeting to order at 7:30 p.m.

**Update of personnel issues**

Mr. Brown provided the new members with a summary of the issues that the Personnel Department has open at this time. Current issues before the committee are:

- 1) Carlson Dettmann Associates' Non-Represented Staff Classification and Compensation Study. All of the appeals of the results from the study have been resolved with the exception of two appeals. Once these are resolved, the committee will be asked to approve the final results of these last two appeals. The next step for the committee will be to establish the date of implementation for the study;
- 2) a report identifying the amount of potential liability the city faces as a result of hearing losses due to occupational exposures in the fire department;
- 3) outstanding issues related to the Federal Fair Labor Standards Act and its application to the police officers;
- 4) The 'mock' Department of Commerce audit of the city's safety programs conducted by Cities and Villages Mutual Insurance Corporation (CVMIC);
- 5) the personnel department's revising of all the position descriptions that will be used in conjunction with the revised performance appraisals for the non-represented employees and eventually with the employees represented by the various bargaining units;
- 6) the process of fulfilling the department's obligation, included in the contracts that the health department receives funding from, that relate to the Civil Rights Compliance Plan and Limited English Proficiency;
- 7) monitoring and interacting with CVMIC, healthcare providers, employees and managers in an attempt to control costs and assure that the medical treatment provided is effective and timely;
- 8) addressing administrative problems with the city's former prescription drug provider by hiring Benefit Services, Inc. as the new provider;
- 9) revision of the benefit plan according to new requirements brought about by the recent Health Insurance Portability and Accessibility Act (HIPAA) changes at the federal level.

Mr. Wontorek commented that the implementation date for the Carlson Dettman Study may hinge on the outcome of the state budget. Mr. Brown addressed the hearing loss issue by saying that he would be working on a hearing conservation program to deal with hearing loss claims. Ald. Heins asked how long after leaving a job a hearing loss can be claimed. Mr. Brown answered that it could be indefinite without being able to rely on a base hearing test and a test done when the employee leaves their position. This establishes the condition of the employee's hearing at a end of their employment with the city and is helpful as an indicator of when and where

the employee may have experienced hearing loss. He said the test would be done more extensively with the fire department in the beginning because of the noise levels there. They hope to expand the testing to all departments later on.

**Status report on Police FLSA payment**

It was the consensus of the committee that due to the lack of time, this item should be held until the next meeting.

Moved by Ald. Heins, seconded by Ald. Stepaniak to hold this item until the next meeting - 3

The meeting adjourned at 7:56 p.m.

Carla A. Ledesma, City Clerk  
City of Wauwatosa

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