

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL INSPECTION CONFERENCE ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., March 20, 2023**

MINUTES

- I. The March 20, 2023 Personnel Committee Meeting was called to order at 6:00 p.m. by Chair Wikel in the Inspection Conference Room at City Hall. Members present were Chair Wikel, Alderman Barber, Alderman Nelson, Alderman Holpfer (arrived at 6:01), Traynor, Budny, and Prusko. Member Emmons was excused. Also in attendance were Human Resources Manager Zahn and Assistant Police Chief Liermann.

- II. Citizen comment period

There were no comments during the citizen comment period.

- III. Approval of the Minutes from 11/21/22

Motion by Alderman Barber and seconded by Member Traynor to approve the minutes from 11/21/22 as written. Motion Carried: Ayes- All.

- IV. Approval of a Job Description for the position of Community Service Officer in the Police Department

Motion by Alderman Barber and seconded by Alderman Nelson to recommend approval of the job description. Motion Carried: Ayes – All.

- V. Approval of a Revised Job Description for Emergency Services Dispatcher

Motion by Member Traynor and seconded by Alderman Holpfer to recommend approval of the changes to the job description. Motion Carried: Ayes - All.

- VI. Health Insurance Coverage for COVID Testing After the End of the Pandemic

Motion by Alderman Nelson and seconded by Member Traynor to recommend option 1 for testing services. Motion Carried: Ayes – All.

Motion by Alderman Barber and seconded by Alderman Nelson to recommend the coverage of COVID vaccines, covered at 100%, only at in-network providers. Motion Carried: Ayes – All.

- VII. Discussion regarding a potential Non-Represented Employee Resignation Policy in order to receive vacation payouts.

Discussion was conducted and opinions received. Members would want to see what the policy may look like before making any decisions. No Action Taken.

- VIII. Staffing Report

Information was provided but no action was needed.

IX. Next Meeting Date

The next regularly scheduled meeting is planned for April 17, 2023.

X. Adjournment

Motion by Alderman Holpfer and seconded by Member Prusko to adjourn the Personnel Committee meeting at 6:59 p.m. Motion carried: Ayes-All.