

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL COUNCIL CHAMBERS
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., September 16, 2024**

MINUTES

- I. The September 16, 2024 Personnel Committee Meeting was called to order at 6:00 p.m. by Chair Wikel in the Council Chambers at City Hall. Members present were Chair Wikel, Alderman Barber, Alderman Hasan, Alderwoman Eichmann, Members Budny, and Prusko. Also in attendance was Human Resources Manager Zahn.
- II. Citizen comment period

Lt. Brad Polaske, President for the Franklin Fire Union, spoke regarding the lateral transfer vacation policy.
- III. Approval of the Minutes from 7/15/2024

Motion by Alderman Barber and seconded by Alderman Hasan to approve the minutes from 7/15/24 as written. Motion Carried: Ayes- All.
- IV. Welcome to Alderwoman Eichmann to the Personnel Committee

Alderwoman Eichmann was introduced to the group as a new member. No Action Needed.
- V. Presentation by Scott Fuller, USI Insurance Services, on City of Franklin Insurance Plans and Preliminary Renewal Outlook

Information was presented. No Action Taken.
- VI. Promotion of Ryan Boos from Desktop & User Support Administrator to Server and Infrastructure Engineer and Approval of the Revised Job Description

Motion by Alderman Barber and seconded by Alderwoman Eichmann to recommend approval of the promotion of Ryan Boos as requested. Motion Carried: Ayes – All.

Motion by Alderman Hasan and seconded by Member Budny to recommend approval of the job description as submitted. Motion Carried: Ayes - All.
- VII. Vacation Accruals for Lateral Transfers in the Fire Department

Motion by Member Budny and seconded by Alderwoman Eichmann to suspend rules to allow Lt. Polaske to speak during this discussion. Motion Carried: Ayes – All.

Motion by Alderman Hasan and seconded by Member Prusko to recommend the policy (version that was handed out at the meeting) to Common Council for approval. Motion Carried: Ayes – All.

- VIII. Appointment of an additional member to the Civil Service Sub-Committee or consideration of the elimination of the Civil Service Sub-Committee

Motion by Alderman Barber and seconded by Alderwoman Eichmann to table the item to obtain a written opinion of whether we are mandated to have a Civil Service Sub-Committee.

- IX. Election of Officers

Motion by Member Budny and seconded by Alderman Hasan to nominate Dale Wikel as Chair. There were no other nominations made. Motion Carried: Ayes - All.

Motion by Member Budny and seconded by Alderwoman Eichmann to nominate Alderman Barber as Vice-Chair. There were no other nominations made. Motion Carried: Ayes – All.

- X. Staffing Report

Info provided. No action needed.

- XI. Future Agenda Items

- Insurance Renewals need approval at October meeting
- Compensation Study
- Employee Survey

- XII. Next Meeting Date

The next regularly scheduled meeting is planned for October 21, 2024.

- XIII. Adjournment

Motion by Alderman Hasan and seconded by Member Prusko to adjourn the Personnel Committee meeting at 7:51 p.m. Motion carried: Ayes-All.