



## MINUTES OF AN OFFICIAL MEETING:

Regular / Special Meeting: Human Resources and Public Safety Committee

Date and Time: Wednesday, June 9, 2021 at 7:00 P.M.

Location: City Hall, Common Council Chambers, 2000 North Calhoun Road

Members Present: Alderman Bob Reddin, Alderman Gary Mahkorn, Alderman Scott Berg, Alderman Rick Owen, and Alderman Kathryn Wilson.

Members Excused: None.

Others Present: Human Resources Director James Zwerlein, Finance and Administration Director Robert Scott, and Police Chief James Adlam.

### 1. Roll Call

After noting a quorum was present, Chairman Reddin called the Human Resources and Public Safety Committee to order at 7:00 p.m.

### 2. Announcements

Chairman Reddin stated the next meeting of the Human Resources and Public Safety Committee will be held on July 14, 2021 at 7:00p.m., if needed.

### 3. Minutes of the March 10, 2021 Meeting

***Alderman Wilson moved to approve the Minutes of the March 10, 2021 meeting. Seconded by Alderman Owen. Motion carried 5-0.***

### 4. Human Resources and Public Safety Committee Items

#### a. 2021 Year-to-Date Review of Health Insurance Experience.

Director Zwerlein presented the Executive Summary contained in the Data Dashboard report provided by the City's Insurance consultant, Willis, Inc. Through April 2021, the health plan ran at 111.2% of budgeted accrual and the total cost is currently 2.9% higher than 2020, but this is driven by four (4) claimants with claims exceeding 50% of the \$100,000 Stop Loss Deductible. Director Zwerlein stated it is still early in the year, so we will discuss further, if necessary, later in the year. Discussion item only.

***No action taken.***

#### b. General Discussion on Health Insurance.

Director Zwerlein presented the City of Brookfield's Health Insurance Plan Experience Summary from 2016 to 2020 report prepared, at the request of Alderman Wilson, by staff, and the Health Plan Analysis report provided by the City's Insurance consultant, Willis, Inc. The Health Plan Experience Summary provides the global metrics of the health insurance plan performance from 2016 to 2020. It shows stable per employee per month (PEPM) costs, and minimal rising total cost. The Health Plan Analysis asked the question, "What would the 2020 costs have been if all employees were enrolled in the HDHP?" Director Zwerlein stated

the total cost would have decreased by \$170,513. The City's costs would have risen by \$133,386 due to the reduced employee contributions and additional HSA contributions.

Alderman Wilson presented an exhibit comparing the Elmbrook School District (ESD) HDHP experience with the City's PPO/HDHP experience since 2016. Discussion by all Committee members ensued and was centered on the comparability of the ESD experience coupled with a general understanding of the factors municipalities evaluate when considering health plan modifications. Discussion item only.

***No action taken.***

5. Common Council Items

a. 2021 Salary Ordinance Addendum Amendments.

Director Zwerlein presented the 2021 Salary Ordinance Addendum Amendment for Section III and the 2021 Positions Ordinance Amendment. The 2021 Salary Ordinance Addendum Amendment for Section III and 2021 Positions Ordinance amendment would effectuate the modification of certain titles and elevation of roles for seven (7) Police Department positions. In specific terms, these include retitling Captain - Investigations to Captain - Support Services; retitling Lieutenant - Community Relations to Lieutenant – Investigations; the reclassification of one (1.00) FTE Detective to one (1.00) FTE Sergeant – Investigations, the reclassification of one (1.00) FTE Community Services Officer to one (1.00) FTE Sergeant – Records; and the incremental transition of three (3.00) FTE Records Clerks to three (3.00) FTE Patrol Officers, as vacancies, technology improvements, and workflow permit. The effective date for these legislative transactions would be July 1, 2021, with the estimated salary cost of \$11,575.20 for the balance of 2021.

Police Chief Adlam presented the operational rationale for the recommended modifications. He stated one goal of the reorganization was to improve efficiency by separating administrative functions from the operational side of the Department – all in a manner that would not increase positions. In addition, clearer lines of authority would improve Department operations and ensure excellence. Finally, he stated, the transformation of three (3) records Clerk positions to Police Officer would happen incrementally as the Department continues to streamline the records function through the use of technology and process improvement.

***Alderman Mahkorn moved to approve the resolution approving the 2021 Salary Ordinance Addendum Amendment. Seconded by Alderman Owen. Motion carried 5-0.***

Director Zwerlein presented the 2021 Salary Ordinance Addendum Amendment for Sections I and II. The 2021 Salary Ordinance Addendum that was effective January 1, 2021 contained no general increase for management and non-management staff, including no adjustment to salary ranges or steps. The recommendation for no increase for most non-represented staff was made to ensure the City maintained a sensible financial position to manage and adapt to the COVID-19 pandemic. Director Scott stated revenue projections are on track and staff recommends a mid-year wage adjustment in order to reduce overall salary impact on the 2022 budget and pressure on the tax levy. A 2% general increase for non-represented staff effective July 1, 2021 would cost approximately \$139,000. This would be offset by greater savings realized by the City due to staff retirements and the associated lower replacement costs.

***Alderman Mahkorn moved to approve the resolution approving the 2021 Salary Ordinance Addendum Amendment. Seconded by Alderman Owen. Motion carried 5-0.***

b. 2021 Positions Ordinance Amendment.

Discussion centered on the Positions Ordinance modifications needed to effectuate the Police Department reorganization.

***Alderman Mahkorn moved to approve the resolution approving the 2021 Positions Ordinance Amendment. Seconded by Alderman Owen. Motion carried 5-0.***

6. Adjournment

***Alderman Owen moved to adjourn. Seconded by Alderman Wilson. Motion carried 5-0. 9:03 P.M.***

Respectfully Submitted:

James Zwerlein

Human Resources Department/Human Resources Director