



MINUTES OF AN OFFICIAL MEETING:

Regular / Special Meeting: Human Resources and Public Safety Committee
Date and Time: Wednesday, September 9, 2020 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, and Alderman Kathryn Wilson
Members Excused: Alderman Dan Sutton
Others Present: Common Council President Mark Nelson, Alderman Rick Owen, Human Resources Director James Zwerlein and Police Chief Daniel Tushaus

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 Alderman Dan Sutton announced his resignation effective September 29, 2020, and that pursuant to Common Council President Nelson's authority Alderman Rick Owen will be his replacement on the Human Resources Public Safety Committee effective at the next meeting.

Chairman Reddin stated the next meeting of the Human Resources and Public Safety Committee will be held on October 14, 2020 at 7:00p.m., if needed.

3. Minutes of the August 12, 2020 Meeting

Alderman Mahkorn moved to approve the minutes of the August 12, 2020 meeting. Seconded by Alderman Reddin. Motion carried 4-0.

4. Common Council Items

- a. Resolution approving the Intergovernmental Agreement for 2020/2021 HIDTA State and Local Task Force Agreement.

Police Chief Tushaus presented the Intergovernmental Agreement for 2020/2021 HIDTA State and Local Task Force Agreement, which provides approval to continue participation in the Milwaukee District Office State and Local US Department of Justice Drug Enforcement Administration/High-Intensity Drug Traffic Area Task Force (DEA/HIDTA) annually in October. He stated for the last year, the City of Brookfield Police Department has successfully participated in the DEA/HIDTA Task Force. The renewal agreement has minor changes, including the fact that there is no guarantee of overtime reimbursement. Alderman Berg asked how many hours of overtime will an officer work. Chief Tushaus replied that he does not know the number of hours, but approximates overtime costs to be \$4,000 annually. He goes on to state that the benefits of this program are immeasurable to have access to federal resources and intelligence on the local level. Alderman Mahkorn stated that he believed it to be a phenomenal program of intergovernmental cooperation.

Alderman Wilson moved to approve the Intergovernmental Agreement for 2020/2021 HIDTA State and Local Task Force Agreement. Seconded by Alderman Mahkorn. Motion carried 4-0.

Police Chief Tushaus left the meeting at 7:14 p.m.

5. Human Resources and Public Safety Committee Items

a. 2020 Health Insurance Plan Experience Review.

Director Zwerlein presented the Executive Summary contained in the Data Dashboard report provided by the City's Insurance consultant, Willis, Inc. Through July 2020, the health plan ran at 97.5% of budgeted accrual. There are fifteen (15) claimants above 50% of the \$70k specific stop-loss deductible. Given the large number of stop loss claimants, the HR Staff will be presenting Stop Loss Insurance renewal at a later date in order to secure the best renewal quote. Discussion item only.

No action taken.

b. General discussion regarding 2021 Health Insurance program.

Director Zwerlein presented an overview of the current Health Insurance program, which included the monthly 2020 Health and Dental Insurance rates, and summary benefits for the PPO and HDHP Health Insurance plans. Director Zwerlein anticipates staff recommendation for the 2021 Health Insurance program will be to continue with United Medical Resources (UMR) for claims administration. Discussion item only.

No action taken.

c. General discussion regarding HRPS Committee Processes.

Director Zwerlein outlined past processes of the HRPS Committee in regards to meeting frequency, date and time of meetings, and meeting material distribution.

Consensus of the Committee was to maintain meetings on the second Wednesday of the month at 7:00PM, as needed, as well as to receive a hardcopy and digital copy of meeting materials prior to the meeting.

d. General discussion regarding 2021 Compendium of Citywide Employment Policies update process.

Director Zwerlein presented the 2018 Compendium of Citywide Employment Policies and the significant undertaking in the review and update process that occurs every three years by the Human Resources Staff. The review process includes a Human Resources Department Review, Department Head Review, Legal Review, HRPS Committee Review, Union Review, and approval by the Common Council. Director Zwerlein outlined which policies the Human Resources Staff anticipates areas of substantive change, pending legal review, along with an overview of the Compendium. Discussion item only.

No action taken.

e. General discussion regarding 2021 Salary Ordinance Addendum.

Director Zwerlein presented and summarized the 2020 Salary Ordinance Addendum and the Municipal Code section that defines how pay adjustments are determined.

Director Zwerlein stated that HR Staff anticipates minimal organizational design changes for next year and noted that the proposed 2021 budget has no across the board increase for all sections other than sworn management. He stated this will yield no wage increase for non-sworn employees who are currently paid at the top pay step of the range. In addition, with exception to the need to increase the uniform allowance for sworn staff, there will be no modification proposed to the special pay practices section of the Salary Ordinance Addendum. The 2021 Salary Ordinance Addendum will be presented to the HRPS Committee no later than the November HRPS Committee Meeting. Discussion item only.

No action taken.

6. Adjournment

Alderman Mahkorn moved to adjourn. Seconded by Alderman Wilson. Motion carried 4-0. 9:50 p.m.

Respectfully Submitted:

James Zwerlein

Human Resources Department/Human Resources Director