

**Human Resources Committee**  
**April 5, 2022**

The **Human Resources Committee** met Tuesday, April 5, 2022 at 4:15 p.m. at City Hall in the Human Resources Office. Present were Committee Members Kathy Wilcox, Stacy Broell, Rick Huber and Dwayne Andrews. Also present were: Fire Captain Jake Richards, Flood Plain Administrator Samantha Malenovsky, Police Chief Doug Colombik, 911 Supervisor Lyne Anderson, AFSCME 283A President Carl Raymond, Battalion Chief Sarah Lewin, Local 600 President Casey Miller, and Human Resources Officer/Recorder Linda Wilkins.

Chairperson Wilcox called the meeting to order.

1. Request of Citizens  
None

2. Committee Member Comments  
None

3. Position Descriptions: Review, revise, approve

- a. Planner I position

The grant administration duties were removed from the draft position description and physical requirements were added.

*\*\*Committee Member Andrews moved to approve the Planner I position description as revised, seconded by Committee Member Huber. The motion passed unanimously, 4-0.*

- b. Class B-CDL Operator Position with Train-the Trainer stipend recommendation

This stipend will be part of the Local 283A collective bargaining negotiations, requirements of this position require further research.

*\*\*Committee Member Broell moved to table the Class B-CDL Operator with Train-the Trainer position description, seconded by Committee Member Huber. The motion passed unanimously 4-0.*

4. Review & compare 4 options, revise as needed & recommend to Full Council: updated Wage Scale Matrix for FY 22-23

- No change to current matrix as approved for FY 21-22
- Revise current matrix to reflect only a 4.7% COLA increase recommendation
- Revise current matrix to reflect only a Wage Scale increase
- Revise current matrix to reflect both COLA and Wage Scale increases

Officer Wilkins presented a spreadsheet with the comparison of the wages and the affect on the general fund for FY 22-23

*\*\*Committee Member Andrews moved to forward the spreadsheet information to the finance committee for consideration during the budgetary process, seconded by Committee Member Broell. The motion passed unanimously, 4-0.*

5. Discuss & approve next steps new position concept: In-house Ambulance Biller  
Chief Stevens and Office Wilkins will continue to look at other outside ambulance billers instead of having an in-house biller.

6. Next Meeting: Tues, May---, 2022; 4:15 p.m.  
The next committee meeting was scheduled for May 17, 2022 at 4:15 p.m. in the City Hall Conference Room

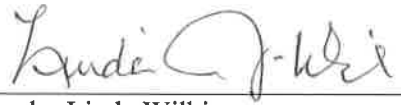
7. Adjournment

*\*\*Committee Member Huber moved to adjourn, seconded by Committee Member Broell. The motion passed unanimously 4-0.*

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

  
Chairperson Kathy Wilcox

  
Recorder Linda Wilkins