

PERSONNEL COMMITTEE MEETING WEDNESDAY, NOVEMBER 1, 2023 5:30 P.M.

Chairperson Sue Troxel called the Personnel Committee meeting to order at 5:00 p.m. Present were committee members Patricia Wessel and Robert Chaffee. Also present were Scott Williamson, Gordon O'Brien, Kasandra Thompson, and Cynthia Anderegg.

APPROVAL OF MINUTES

Motion by Wessel seconded by Chaffee to approve the minutes from the October 19, 2023. Motion carried.

DISCUSS AND CONSIDER UPDATES TO EMPLOYEE HANDBOOK

Motion by Chaffee seconded by Wessel to develop a productivity incentive scale based upon the current longevity benefit scale to replace the current longevity benefit for full-time employees. Motion carried.

Motion by Chaffee seconded by Wessel to recommend to the City Council to repeal the current Longevity Benenfit and to adopt the following Longevity and Productivity Incentive Benefit as a change to the City of Augusta Employee Handbook: Roll call vote: Wessel, yes; Chaffee, yes; Troxel, yes. Motion carried.

Longevity & Productivity Incentive Benefit

All full-time employees are eligible to receive a longevity and productivity wage increase beginning the first pay period after the successful completion of 1 (one) year of service. These increases will take into consideration the combination of both the performance and longevity of each eligible employee and are in addition to any cost-of-living increases given to all employees. The amount of the award, according to the following scale, will be at the discretion of the Department Head and Personnel Committee at the time of the employees' annual review.

1-3 years	up to 0.10/hr
4-6 years	up to 0.14/hr
7-9 years	up to 0.29/hr
10-13 years	up to 0.34/hr
14-17 years	up to 0.38/hr
18-25 years	up to 0.43/hr
26-34 years	up to 0.48/hr
35+ years	up to 0.53/hr

Beginning on the employee's anniversary date in 2024, current eligible full-time employees who have completed at least 1 (one) year of service will receive longevity pay according to the longevity scale that is in effect in 2023 in order to transition to the new Longevity and Productivity Incentive Benefit. The new benefit for current employees will begin the first pay period after 1 (one) year of successful employment following their anniversary date starting in 2024.

MOVE TO CONVENE INTO CLOSED SESSION PURSUANT TO WISCONSIN STATUTES 19.85(1)(C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION, OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY. THE PURPOSE IS TO DISCUSS EMPLOYEE COMPENSATION FOR THE 2024 BUDGET. AT THE END OF CLOSED SESSION, THE COMMITTEE WILL BE GOING INTO OPEN SESSION.

Motion by Chaffee seconded by Wessel to go into closed session. Motion carried.

MOVE TO RETURN TO OPEN SESSION.

Motion by Chaffee seconded by Wessel to go back into open session. Motion carried.

ACTION, IF ANY, ON MATTERS DISCUSSED IN CLOSED SESSION

The Committee reviewed and discussed wage recommendations for department heads and department staff.

Motion by Chaffee seconded by Wessel to recommend retaining the current custodian position with a wage increase of 3.2%.

Motion by Chaffee seconded by Wessel to recommend approving the Department heads and staff wage increases as presented in appendix A. (see attached). Motion carried. Note that the library Director and staff wages are set by the Library Board.

ADJOURNMENT

Motion by Wessel seconded by Chaffee to adjourn the meeting.

Cynthia Anderegg, City Clerk