



Amended Minutes
Committee #2
Labor Negotiations, Personnel, Policy & Administration
October 30, 2014

Committee #2 met on Thursday, October 30, 2014 at 12:15 PM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: Amy Mason, Chuck Hull, Rob Kiefer.

Others present: Finance Manager/Treasurer Lynne Bauer, Public Works Director/City Engineer/Public Utilities Manager Rick Rubenzer, Attorney Steve Weld, Fire Chief Mike Hepfler, Battalion Chief Lee Douglas, Fire Union Representatives Paul Jarrett, Gary Bell, Chuck Goettl, Greg Bowe.

Call to Order: 12:15 PM

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. **Open Session**

2. **Closed Session**

Motion by Hull/Mason to go into closed session under WI Statutes 19.85(1)(e) "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining implications require a closed session" to: a) Discuss labor negotiation issues and strategy; and b) Discuss issues related to a new labor agreement between the City of Chippewa Falls and Chippewa Falls International Association of Firefighters Local 1816; and to include Council Members, Finance Manager/Treasurer Lynne Bauer, Attorney Steve Weld, Fire Chief Mike Hepfler, Battalion Chief Lee Douglas, Fire Union Personnel; may return to open session.

Roll call vote: Hull - Aye; Mason - Aye. Motion carried.

The Committee discussed the above issues and exchanged initial proposals with Firefighters Local 1816.

Motion by Mason/Hull to return to open session. **All present voted aye. Motion carried.**

3. **Discuss vacation for new hires. Possible recommendations to the Council.**

Current policy states new employees have to work for the City for one year before receiving vacation time. This policy poses a problem when attracting applicants that may not want to give up time off they have earned at their current position to start out with no vacation. There was a lengthy discussion on various options including if the policy should be changed, if so, how much vacation time is appropriate for the first year of employment; how and when it should be accumulated and used; and replacing sick and vacation time with paid-time-off. All agreed the policy should be reviewed in more depth but due to anticipated new hires in the

next few weeks it was agreed that new employees should be given 5 days the first year. Those 5 days will be allocated to them hourly on their biweekly pay periods. For instance, a 40 hour per week employee will receive approximately 1.5 hours of vacation per pay period. After one year of employment, employees will be placed on the current vacation schedule.

Motion by Mason/Hull to recommend the Council allow new employees hired after January 1, 2014 and not covered by a labor agreement to take 5 days of vacation during the first year at the accumulated rate. **All present voted aye. Motion carried.**

4. **Adjournment**

Motion by Hull/Mason to adjourn at 3:16 PM. **All present voted aye. Motion carried.**

**Minutes submitted by,
Amy Mason, Vice-Chair**

LEAVES - VACATION

POLICY: To provide eligible employees with paid vacation time while meeting the operational needs of the City.

Eligibility: Full-time employees shall be eligible for annual paid vacation as follows:

<u>Years of Service</u>	<u>Number of Days</u>
After 1 year	Five (5) Days
After 2 years	Ten (10) Days
After 6 years	Fifteen (15) Days
After 7 years	Sixteen (16) Days
After 9 years	Seventeen (17) Days
After 11 years	Eighteen (18) Days
After 13 years	Nineteen (19) Days
After 14 years	Twenty (20) Days
After 15 years	Twenty-one (21) Days
After 17 years	Twenty-two (22) Days
After 19 years	Twenty-three (23) Days
After 22 years	Twenty-four (24) Days
After 25 years	Twenty-five (25) Days

Part-time employees, working at least 1200 hours per year, shall receive pro-rated vacation. All vacation shall be paid at the rate and classification the employee carries at the time vacation is taken.

Approval: Use of vacation time requires the prior approval of the employee's supervisor.

Accrual: Each employee may carryover a maximum of seven (7) days of vacation into their "new anniversary year". Any requests for exceptions to this policy must be submitted in writing to the Department Head who will then convey such request to the Finance & Administration Department for approval.