

# **Minutes**

## **CIVIL SERVICE COMMISSION**

**November 16, 1999 7:45 a.m.**

Present: Commissioners Bernie Kramer, Kathy Bullermann, Jocelyn Bubolz, and Ronald Pezze

Excused: Jerry Hudy

Also Present: Director of Human Resources Tami Potkay and Employee Representative Patt Kure

The Civil Service Commission Meeting of November 16, 1999 was called to order at 7:45 a.m. by Chairperson Bernie Kramer.

### **APPROVAL OF OCTOBER 5, 1999 MINUTES**

Motion by Commissioner Pezze to approve the October 5, 1999 Minutes as presented. Seconded by Commissioner Kramer and carried unanimously.

### **HEALTH INSURANCE**

Director of Human Resources Tami Potkay explained Prime Care's new proposal for revising the City's Prime Care Point of Service Plan. Without the new changes, renewal of the plan would have increased the City's costs by 17.21%, primarily due to increased prescription drug costs. Under Prime Care's new proposal the increase should be 13.8%. Director of HR Potkay feels the revised plan will actually result in improved benefits at a lower cost. The City will be accepting this plan. The plan will go into effect January 1, 2000. Police Department command staff and retirees (non-union) were added to the employee pool receiving coverage under the plan.

### **GENERAL DISCUSSION ON NEW POSITIONS, CHANGES, ETC. FROM THE DIRECTOR OF HUMAN RESOURCES**

The final readings of Chapter Four will occur in December. Chapter Four will go into effect beginning January 1, 2000.

Patt Kure expressed appreciation on behalf of the employees for Kathy Bullermann and the Civil Service Commission's hard work revising Chapter Four and assuring its passage by the Common Council.

Director of HR Potkay reported on the last staff and title changes made related to the reorganization that eliminated the Department of Public Works. These occurred two weeks ago. The Utilities Supervisor (who handles technical supervision and supervises the field staff) will report to the Division Engineer - Utilities (who handles the project management and contract negotiation duties of the former Utilities Superintendent position). The Treasurer/Comptroller position is now titled "Director of Finance and Utilities". This position handles all the accounting and business administration functions of Utilities.

### **NEW CIVIL SERVICE EMPLOYEES**

Kaye Giesege is the new Office Coordinator for the Director of Community Development. She began her duties yesterday.

City Clerk Bill Bowers' last day is Friday. After many years of dedicated service to the community of New Berlin, Bill is leaving the City of New Berlin for a job in the private sector.

Motion by Chairman Kramer to move into Closed Session at 9:00 a.m. Seconded by Commissioner Pezze and carried unanimously.

### **CLOSED SESSION**

The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(c) of the Wisconsin State Statutes.

1. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Decision Band Committee Recommendations -

Motion by Chairman Kramer to move in to Open Session at 9:15 a.m. Seconded by Commissioner Bullermann and carried unanimously.

Action on Decision Band Committee Recommendations

Motion by Chairman Kramer to recommend to Council to approve the banding for the position of Assistant Director of Planning at D-6-2 and to direct the City Clerk to prepare the proper Ordinance. Seconded by Commissioner Pezze and carried unanimously.

Motion by Commissioner Bullermann to recommend to Council to approve the banding for the position of Treasurer (Director of Finance and Utilities) at D-7-2 and to direct the City Clerk to prepare the proper Ordinance. Seconded by Commissioner Bubolz and carried unanimously.

### **NEXT MEETING IS DECEMBER 14, 1999, at 7:30 A.M.**

Motion by Commissioner Bullermann to adjourn at 9:30 a.m. Seconded by Commissioner Bubolz and carried unanimously.

Jocelyn Bubolz, Secretary  
Civil Service Commission