

PERSONNEL COMMITTEE

MAY 24, 2022

The meeting was called to order at 5:13 p.m. by Committee Member Tim McCarthy. Committee members present were Tim McCarthy and Kevin Fuller. Chairperson Cory Kuhlman arrived at 5:23 p.m. Committee member Tim McCarthy left at 6:02 p.m. Also present were Bridgette Kabat, City Administrator, and Kelly Chalfant, Human Resources Manager.

CITIZEN'S CONCERNS

None.

PERMISSION TO PURCHASE VEHICLE FOR NEW OCCUPATIONAL SAFETY AND HEALTH COORDINATOR

Ms. Kabat explained a request to purchase a 2022 Ford Escape, through state contract, for the new Occupational Safety and Health Coordinator. This vehicle will be used to travel to job sites and will get in a replacement rotation once the miles are understood. The Committee members requested that the City logo as well as the position be branded on the vehicle. The Committee agreed 2-0 (McCarthy, Fuller) to recommend this to City Council.

UPDATE ON THE HIRING OF THE NEW DIRECTOR OF PUBLIC UTILITIES

Ms. Kabat stated that they have completed the first round of interviews for hiring the new Director of Public Utilities. They are going to do a second round of interviews with two candidates and then there will be a Committee of the Whole meeting for all of Council to ask questions of the proposed candidate. Mr. Kuhlman added that he is pleased with both of the candidates for the position.

APPROVAL OF PRIOR MONTH'S MINUTES

There being no objections, the minutes of the March 22, 2022 meeting were approved 3-0.

REVIEW OF PAY INCREASES

There was much discussion between Committee members, Ms. Kabat, and Ms. Chalfant regarding the review of pay increases. Ms. Kabat explained that 2021 was a unique year due to the creation of the pay bands, along with collective bargaining negotiations. There was some debate on if any twelve month period means a rotating twelve month period or a calendar year, which is also the fiscal year for the City. Everyone agreed that the code language needs to be clearer. Mr. Kuhlman requested that raises be presented retroactively as a legislative item.

OTHER BUSINESS

The Committee members asked for an update on the Deputy City Administrator position. Ms. Kabat explained that starting next week, they will be working with consultants to see where there are gaps in the organizational chart, if any. She will report about this at the next Personnel Committee meeting. Mr. Fuller followed up on his suggestion of the wage enforcement

coordinator. He explained that the City of Rossford just hired a Compliance Coordinator, similar to the position he has mentioned. Mr. Fuller added that this role would pay for itself.

There being no further business, the meeting adjourned at 6:16 p.m.

Respectfully submitted,

Cory Kuhlman, Chairperson
Personnel Committee

Next meeting: Tuesday, June 28, 2022 at 5:00 p.m.