

PERSONNEL COMMITTEE

JANUARY 28, 2020

The meeting was called to order at 5:04 p.m. by Chairman Cory Kuhlman. Committee members present were Cory Kuhlman, Jim Matuszak and Tim McCarthy. Also present were Bridgette Kabat, City Administrator, Laura Alkire, Law Director, and Kelly Chalfant, Human Resources Manager.

REVIEW PROPOSED EMPLOYEE HANDBOOK

Ms. Chalfant stated that the Committee recommended approval of Section 1 of the Employee Handbook late last year. Ms. Alkire said that the drug free workplace language as written states that a positive result is considered .04 or higher and anything below that is considered negative. She said that there are two options. To leave the language as is, or add language that the employee may be presumed to be impaired based on the employee's pattern of behavior and may be disciplined. Mr. Matuszak said that a third option would be a zero tolerance policy. There was a lengthy discussion regarding this issue, and the Committee voted 2-1 to include language that would allow an employee to be sent home for the day if they test below .04 but still exhibit behaviors of impairment. Mr. Matuszak voted no because he would prefer to have a zero tolerance policy.

Ms. Alkire said that the changes in Section 3 were codified by City Council in December. There are outstanding issues in Section 2, but the Committee agreed that they would like more time to review Section 2 before discussing it.

STATUS UPDATE ON THE WAGE AND COMPENSATION STUDY

Ms. Chalfant reported that the last wage study was completed in 2005. The City contracted with Zashin and Rich last summer to do a review of wage and compensation packages for all non-bargaining employees. She said that the first phase, which was assessing job descriptions, is complete and they are getting ready to send surveys to other jurisdictions. Mr. Matuszak asked if we are having trouble attracting people, and Ms. Chalfant said that we are. She said that we have had several candidates turn down positions based on the salary. She added that some adjustments were made to police and fire salaries years ago when we were looking for a deputy police chief.

OTHER BUSINESS

Mr. McCarthy said that Section 266.09-1(3) allows City Council members to be on the City's health insurance provided they pay 100% of the premium. Council member Jan Materni was present and said that because of this language, the Ohio Public Employees Retirement System is saying that she has to go on the City's insurance. She said that this will end up costing her more than her Council salary and she will effectively be paying the City to serve on City Council. Mr. McCarthy suggested that the following language be added: "Elected officials who have comparable insurance available to them at the same or lower cost shall not be entitled to the City's insurance". He stated that this would help Ms. Materni and would help protect the City's health insurance fund from elected officials who have access to other insurance. Several questions were raised about the language,

and Ms. Alkire said that she will add some specifics to the language and put it on the February Committee agenda with proposed legislation.

There being no further business, the meeting adjourned at 6:07 p.m.

Respectfully submitted,

Cory Kuhlman, Chairman
Personnel Committee

Next meeting: Tuesday, February 25, 2020 at 5:00 p.m.