

PERSONNEL COMMITTEE

JANUARY 8, 2013

The meeting was called to order by Chairperson Maria Ermie at 6:03 p.m. Committee members present were Maria Ermie, Todd Grayson, and Tim McCarthy. Also present were Mayor Nelson Evans, City Administrator Bridgette Kabat, Law Director Mathew Beredo, Human Resources Manager Kelly Chalfant, Police Chief Dan Paez, and Fire Chief Jeff Klein.

TRAINING UPDATE

Ms. Kabat reported that Dave Hyslop from BGSU held the first management training session in December. Ms. Kabat met with Department Heads to get their input following the training, and she will meet with Mr. Hyslop to follow up. She said that internally they found that the training might need to be done department by department because there are differences among the departments and no one size fits all. Ms. Ermie asked when Mr. Hyslop would be able to meet with City Council. Ms. Kabat said that when she meets with Mr. Hyslop they will get a list of topics together, and she will discuss him meeting with the Personnel Committee.

HEALTH INSURANCE

Ms. Kabat stated that they are waiting to hear back from Matt Holzemer regarding some data that is germane to our organization with regards to a wellness plan. Ms. Kabat said the goal is to make us healthier and reduce health care costs. She said that they plan to meet with all employees to alleviate concerns about this issue. Ms. Ermie asked if Mr. Holzemer has shared information comparing insurance costs for the private sector versus our costs with the Health Insurance Committee. There was a discussion regarding Mr. Holzemer taking a more active role with the Health Insurance Committee. Ms. Kabat said she will discuss this with him. Mrs. Ermie noted that City Council feel's it is important to have competitive wages and benefits, but it is important for employees to know what the actual costs of their benefits are.

DISCUSSION REGARDING MATRIX REPORT

The Committee had a lengthy discussion regarding the Matrix report. The discussion was to begin with the Fire Division, but since it also involved Communications, both Chief Klein and Chief Paez were present. Chief Klein said he was a little disappointed with the Study. He said that he expected more information of here's what you do, here's what you can do to improve, and here are ways you can do that. He said the report recommended EMT dispatching, but it

gave no cost analysis. Chief Paez said that the report suggested adding an additional communications officer, but that is based on current activity. He said to switch to EMT dispatching would be huge. It is a 24 hour, seven day a week commitment, and we would definitely have to add more staff, which he estimated could cost up to \$300,000 per year. He noted that once a dispatcher is on a call and is giving emergency medical assistance, they cannot leave that call until the Fire Division arrives on scene. Chief Paez said that he too expected more from the report. He stated the report indicates the Police Division is adequately staffed now, but it did not give much guidance for the future.

Ms. Kabat said that she would compile a list of additional information we would like to see from Matrix. She will send it out to the Committee for comments before forwarding it to Matrix. Mr. McCarthy noted that the report does indicate it is a draft, and he asked if it is anticipated that they'll come back with a presentation. Ms. Kabat said she believes so, and she will confirm that with them.

OTHER BUSINESS

Mrs. Ermie moved to go into Executive Session at 7:36 p.m. to discuss compensation for permanent part-time employees. Mr. Grayson seconded. The Committee returned from Executive Session at 7:55 p.m.

There being no further business, the meeting adjourned at 7:55 p.m.

The next meeting is Tuesday, January 22, 2013 at 5:00 p.m.

Respectfully submitted,

Maria Ermie, Chairperson
Personnel Committee