



Minutes
Committee #2
Labor Negotiations, Personnel, Policy & Administration
September 19, 2023

Committee #2 met on Tuesday, September 19, 2023 at 9:00 am in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: John Monarski, Chuck Hull, and CW King

Mayor/Other Council Members present: None

Others present: Finance Manager/Treasurer Lynne Bauer; Public Works Director/Utility Manager Brandon Cesafsky; City Planner/Transit Manager Brad Hentschel; Fire Chief Jason Thom; Police Chief Matt Kelm; Parks, Recreation, and Forestry Director John Jimenez; Street, Fleet, and Utility Maintenance Manager Rick Ruf; Fire Lt. Greg Bowe; Utility Office Manager Connie Freagon; and City Clerk Bridget Givens.

Call to Order: 9:00 am

1. Discuss extending temporary help in the Street Department. Possible recommendation to the Council.

Street, Fleet, and Utility Maintenance Manager Ruf advised that the Council had previously approved the temporary hire of a former Street Department employee to fill in while a full-time employee was on leave. That employee has not yet returned from leave, so the department is still short-staffed.

The temporary employee has worked 328 hours to date, and would be interested in working no more than an additional 500 hours. Finance Manager/Treasurer Bauer advised that a former employee was recently brought back for temporary work in a different department at the rate of pay they were making when they left City employment. In the interest of consistency, it was recommended that the rate of pay for the temporary Street Department employee be increased from \$20/hour to \$25.22/hour for any remaining hours worked.

Motion by Hull/Monarski to recommend Council approve the request for extension of temporary help in the Street Department with referral to Committee #1 to determine funding. **All present voting aye, motion carried.**

2. Discuss future police employment recruitment and retention options. Possible recommendation to the Council.

Police Chief Kelm distributed the attached talking points relative to police officer applicant numbers and provided an overview of the process to sponsor a candidate through the Law Enforcement Academy. It was noted that DOJ will reimburse the City, short salary and benefits, when sponsoring a candidate with the requirement that the individual is hired prior to beginning the academy. A conditional offer letter for this scenario was reviewed.

Kelm stated that an employee's 18-month probationary period would not begin until after the academy is completed. The academy runs approximately three months with the next class starting in January.

The hiring process was reviewed. Discussion then ensued relative to wage concerns, hiring bonuses, and shared revenue. It was noted that the position approved through the referendum is still vacant, and there will be an additional opening effective next week.

No action taken.

3. Update on compensation study process. Possible recommendation to the Council.

Bauer has received proposals for the compensation study for non-union and management employees, but has requested the companies also provide an alternate proposal which would include union employees. She is hoping to have the final proposals by next week.

No action taken.

4. Adjournment.

Motion by King/Hull to adjourn at 9:24 am. All present voting aye, motion carried.

**Minutes submitted by:
John Monarski, Chair**

COMMITTEE #2 AGENDA INFORMATION
SEPTEMBER 19, 2023

ITEM #2 DISCUSSION FROM CHIEF KELM:

- Police applicants numbers are down significantly across the state
- Turnover and early retirement is significantly up across the state
- 40%-60% of academy students are department sponsored at CVTC

- The employee needs to be hired when they start the academy
- The employee probationary period does not count the time in the academy
- WI DOJ reimburses for all associated academy costs except for salary & benefits
- We pay the 1st year officer wage rate for the employee while they are in the academy
- We have sponsored two officers through the academy (2018 & 2019)
- The conditional offer for sponsored students includes language that they will be responsible for paying for the academy costs in the event they do not successfully complete it. (attached)

- The majority of the non-sponsored students are hired mid-academy
- We have hired several employees mid-academy in the last few years

- Law Enforcement wages are likely to continue to increase in our area (and everywhere) as demand for officers increases and, in Wisconsin, as funding sources become available.

Date

Mr/Ms. Candidate
Address
Address

The Chippewa Falls Police Department hereby makes a conditional job offer to Candidate for the position of Police Officer. This conditional offer is contingent on successful completion of:

- A comprehensive background check;
- a medical examination;
- psychological examination;
- drug screen provided by the Police Department;
- a signed New Hire Reimbursement Agreement;

An additional requirement for employment as a police officer in the State of Wisconsin is successful completion of a Wisconsin Department of Justice Training and Standards approved Law Enforcement Academy.

If you successfully complete the above items it is our intention to hire you and to sponsor you as an employee of the City of Chippewa Falls in an approved Law Enforcement Academy of our choice. In the event you do not successfully complete that Law Enforcement Academy for any reason, any and all costs associated with attending the Law Enforcement Academy must be paid by you to the educational institution administering the Law Enforcement Academy you were sponsored to attend. These costs may include but are not limited to registration and tuition, books and other educational materials, ammunition and other training materials, and any required clothing.

Additionally, if the City of Chippewa Falls and/or the Chippewa Falls Police Department do make a payment regarding the Law Enforcement Academy, you agree to reimburse and save and hold harmless the City or the Police Department for such payment.

Candidate

Date

Chief Matthew L. Kelm

Date