

COMMITTEE ON HUMAN RESOURCES/INSURANCE

July 11, 2023 at 5:30 PM

Chairman Cavanaugh called the meeting to order.

The Clerk called the roll.

Present: Aldermen Cavanaugh, George-Kelly, Barry, Gamache, Burkush

Messrs.: L. Drabik

1. HR Reports submitted by Lisa Drabik, Human Resources Director:

- Position Summary Report
- Vacancy Requisition Requests and Approvals
- Summary of Arbitrations/Grievances
- Sapphire SmartShopper Report

(Note: Provided for informational purposes only; no action is required.)

2. Communication from the HR Director recommending salary increases for the Police Chief and the Planning Director based on the current salary of their respective deputies.

Alderman Barry moved to approve the recommendation. Alderman Gamache duly seconded the motion.

Alderman Barry stated I'm trying to find what the actual pay increase is going to be.

Lisa Drabik, Human Resources Director, stated the pay increase is one step. For Police Chief Aldenberg, he would go from \$164,558 to \$169,494, which represents a 3% increase. For Director Belanger, it would go up two steps from two to four, so it would go from \$111,514 to \$118,308. Together, that total is \$11,730 to accomplish both moves.

Chairman Cavanaugh stated that addresses the Chief going above his deputy as well as the Planning Director above his deputy.

Ms. Drabik stated that is correct. That will then solve the problem based upon the respective grades and their movement thereafter.

Alderman Barry asked there are no other department heads that are in the same predicament.

Ms. Drabik replied that is correct.

Alderman Burkush asked is this different from what the Water Works request was a few months ago.

Ms. Drabik responded it is different. The Water Works Director was not making less than the deputy. This is specifically to address a situation where the director of a

department is making less than the deputies. The Water Works Director was looking to change the salary grades for the director and the deputies.

Chairman Cavanaugh called for a vote. The motion passed unanimously.

3. Communication from the HR Director recommending approval of a Memorandum of Understanding to be offered to all city unions regarding sick and vacation provisions that are currently in place for all non-affiliated employees.

On motion of **Alderman Burkush**, duly seconded by **Alderman Barry**, it was voted to approve.

4. Communication from Anna Thomas, Public Health Director, recommending the following complement changes:
 - Addition of one (1) Senior Services Specialist II, grade 14;
 - Unfunding of one (1) Senior Services Specialist I, grade 13

On motion of **Alderman Barry**, duly seconded by **Alderman Gamache**, it was voted to approve.

5. Communication from Sharon Wickens, Finance Director, recommending the following complement changes:
 - Elimination of one (1) Financial Analyst II, grade 22
 - Addition of one (1) Manager-Accounting & Reporting, grade 24
 - Addition of one (1) Finance-Information Support Specialist, grade 19

On motion of **Alderman Barry**, duly seconded by **Alderman Burkush**, it was voted to approve.

6. Communication from Allen Aldenberg, Police Chief, recommending the addition of three (3) Sergeant positions, grade 22, to his complement.

On motion of **Alderman Barry**, duly seconded by **Alderman Gamache**, it was voted to approve.

7. Communication from Emily Rice, Solicitor, requesting the addition of one (1) Paralegal, grade 16, to her complement.

On motion of **Alderman Barry**, duly seconded by **Alderman Burkush**, it was voted to approve.

8. Communication from the Solicitor requesting the following complement changes:
 - Transfer the Domestic Violence Unit (DVU) positions from the MPD complement to the Office of the City Solicitor;
 - Reclassify the DVU Administrative Assistant I, grade 12, to a Legal Assistant II, grade 14; and
 - Change the Victim Witness Advocate, grade 15, to a new job classification of Victim Assistance Coordinator, grade 15

*On motion of **Alderman George-Kelly**, duly seconded by **Alderman Gamache**, it was voted to approve.*

*There being no further business, on motion of **Alderman Barry**, duly seconded by **Alderman Gamache**, it was voted to adjourn.*

A True Record. Attest.

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee