

COMMITTEE ON HUMAN RESOURCES/INSURANCE

April 2, 2024 at 6:00 PM

Chairman E. Sapienza called the meeting to order.

The Clerk called the roll.

Present: Aldermen E. Sapienza, Kantor, Vincent, T. Sapienza, Burkush

Messrs.: P. Croasdale, A. Aldenberg, 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 Human Resources Director regarding an extension of the Client Services Agreement with USI Insurance Services.
(Note: Provided for informational purposes only; no action is required.)
3. Communication from Phil Croasdale, Water Works Director, requesting the following changes to the department's complement:
 - Eliminate one (1) vacant Information Support Specialist position, grade 19;
 - Add one (1) Electrician I position, grade 18

Chairman E. Sapienza asked the position that we are eliminating, is that funded.

Phil Croasdale, Water Works Director, stated yes, it is in our budget for one Information Support Specialist. We funded it for FY24. We want to eliminate that position and add an electrician. We determined that an electrician is better suited for the needs of the treatment plant.

Chairman E. Sapienza stated so fiscally it is a wash.

*On motion of **Alderman T. Sapienza**, duly seconded by **Alderman Vincent**, it was voted to approve.*

4. Communication from Allen Aldenberg, Police Chief, requesting the following changes to the department's complement:
 - Eliminate one (1) vacant Administrative Assistant II position, grade 13;
 - Add one (1) Police Records Specialist I position, grade 12

Chairman E. Sapienza asked the vacant position that is being eliminated, is that funded.

Allen Aldenberg, Police Chief, responded yes.

Chairman E. Sapienza stated financially we are talking about a wash.

Chief Aldenberg replied actually it is a cost savings.

Chairman E. Sapienza stated terrific. That is even better.

*On motion of **Alderman Vincent**, duly seconded by **Alderman T. Sapienza**, it was voted to approve.*

5. Ordinance Amendment:

"Amending Section 33.081 by adding paragraph (l) regarding Preventative Health Care Hours."

*On motion of **Alderman Vincent**, duly seconded by **Alderman Kantor**, it was voted to approve and refer the Ordinance Amendment to the Committee on Bills on Second Reading for technical review.*

Alderman Burkush asked Ms. Drabik, how are you doing on vacancies.

Lisa Drabik, Human Resources Director, stated I checked the software that we use to fill our requisitions just this afternoon. There are still a few positions that have not yet been approved for posting. One is in the Planning Department, a Code Enforcement Inspector, and there are a few in the Highway Department.

*There being no further business, on motion of **Alderman Vincent**, duly seconded by **Alderman Kantor**, 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