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CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 15, 2016
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Keehan at 8:05 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Keehan, Zelinski, Spencer, Benner, Nichols, Krautkramer, Collier, Mayor Merkes.
EXCUSED: Alderman Taylor.
ALSO PRESENT: ASD Steeno, PHD McKenney, CDD Buck, Clerk Galeazzi.

C. MINUTES TO APPROVE
1. Personnel Committee, 7/18/16.
Moved by Mayor Merkes seconded by Ald. Nichols to approve minutes.
Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS
1. Authorize Restructuring of Public Health Nurse Position (.9 FTE) and Dental Hygienist Position (.24 FTE)
PHD McKenney explained a recent review of the Public Health Nurse Position job duties determined not all the duties associated with the positon need to be performed by a Public Health Nurse. Some of the non-medical duties can be managed by the Dental Hygienist. Staff is requesting a decrease in hours for the Public Health Nurse position and an increase in hours for the Dental Hygienist. Also adjust the benefits offered according to City Policy.

General discussion ensued on restructuring job duties, no reduction in services, and financial impact to City.

Moved by Ald. Nichols seconded by Ald. Krautkramer to recommend to Common Council to change the City's Table of Organization by deleting the .9 FTE Public Health Nurse Position and the .24 FTE Dental Hygienist Position, add the .58 FTE Public Health Nurse Position and the .56 FTE Dental Hygienist Position, and apply benefits to both positions according to City Policy.
Motion carried on roll call 8-0.

E. ADJOURNMENT
Moved by Ald. Benner seconded by Ald. Krautkramer to adjourn at 8:13 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk