

**COMMITTEE ON PERSONNEL/INSURANCE
PC 8-96**

November 26, 1996

7:30 PM

Chairman Reiniger called the meeting to order.

The Clerk called the roll.

Present: Aldermen Reiniger, Domaingue, Cashin, Robert, Hirschmann

Messrs.: Mayor Wieczorek, Asst. Solicitor Arnold, J. Brisbin, H. Moran,
D. Prew, F. Rusczek, R. Sherman, A. Testa

Chairman Reiniger addressed item 3 of the agenda:

QM Team presentation on the Compensation and Classification plan by
Fred Rusczek.

Mr. Rusczek stated I'm just really here to highlight the preliminary report that we provided to the Personnel Committee. Since the time that the letter was prepared and sent by Frank Thomas the Committee has established a sub-committee to review this further and so have a few modifications, just a few minor things to point out. One of them is we took a step back from the process where we identified tasks that should be created and said that what we need to do is to go back as a group and determine what we want the outcomes to be, what are the goals of studying the Personnel system and all the job classifications and the second is we, the sub-committee went around to different department heads to receive their input and had some excellent suggestions and one suggestion was when we go out to request for qualifications from consultants we should also go out with the intent of requesting information from the experts to find out what they are seeing in other communities in personnel system re-engineering and design for municipalities. So, that would be something that would be prepared for submission of a draft to the Personnel Committee for next month. It would have those two modifications. One of them was we would outline what we see the appropriate goals for the City of Manchester through a Personnel System Study and the second would be to prepare a draft RFQ in the format of also requesting information in that regard and that's kind of it in a nutshell. I think the Quality Management Committee does still consider that the personnel issues are some of

the more significant issues facing the City and we are continuing to work on this and hope to be and get our work completed in accordance with this time schedule.

Chairman Reinger asked does the Committee have any questions.

There were none.

Chairman Reiniger addressed item 4 of the agenda:

Alderman Domaingue moved for discussion. Alderman Robert duly seconded the motion.

AIRPORT - Request for classification review of Airport positions.
If approved by the Personnel Committee, the Airport positions shall be reviewed by the Personnel Department.

Alderman Robert stated if I recall wasn't this a way of working out some sort of pay increase, isn't the objective of reclassifying this...

Mr. Testa stated Alderman Robert is right. In fact, Alderman Robert and I think Alderman Reiniger either asked me the last time I appeared before the Board as a whole relative to contract negotiations, we talked about those parameters by which I thought I could settle the contract and I'm going to be careful with words here, please bear with me. One of the things we talked about was what incentives and pay raises could be offered and I offer this, not for discussion tonight as to acceptance or non-acceptance, I offer it as a beginning step for your reading pleasure, if you want to call it that and ask that the Committee instruct you or the Personnel Director to look at this, make additions and corrections as he sees from the Personnel system and then not to discuss it or use it for the Personnel Committee, but the next time that the Board gets together to talk about contracts at that time this would be folded into that if the Board, as a whole agreed with our approach. If the Board does not agree with our approach then we wouldn't do that, but I think this particular booklet that we handed to you was as a result of the several Alderman asking that this be done. All I am asking is that I cannot ask the Personnel Director to look this over because that is this Committee's prerogative. All I'm asking is that he does and adds his touches to it.

Alderman Robert asked in trying to reclassify do you think this will be difficult to do is realistic because the whole classification system of the City is all over the place. He's trying to compare tasks and is that doable and are we going to create more problems.

Mr. Moran stated that's a good question. I think under the circumstances that this might be an approach to Mr. Testa's concerns and certainly we do need input from Mr. Hodgen as to how it is going to be used after I do the study. So, I would have not objection to doing the study under the terms that Mr. Testa pointed out.

Alderman Robert asked do you have the time and the resources to do this.

Mr. Moran replied, I do, yes.

Alderman Robert asked just off the top of your head do you see any inequities.

Mr. Moran replied I would certainly like to look at the individual recommendations and talk to the individual employees at this point. Without a desk audit it's impossible to make any sort of a judgment.

Alderman Robert asked let's just say if your study found that there is no significant differences between what they do and what other departments do, would that be the end essentially of what Mr. Testa is asking for.

Mr. Moran replied I've discussed this with Mr. Testa as recently as this afternoon and he has agreed that if the Committee did request the study he would, in fact, be subject to the review of it and agreement of what was done. It probably doesn't answer the question specifically, but I think there would be an understanding between the Personnel Department and the Airport on the study.

Alderman Robert stated it seems to be another way of getting things done, I'm not happy with it, sort of a crises management, a way of fixing things. What we really need is a thorough classification study. The whole personnel system has to be reviewed. All I'm thinking is that we are just going to be wratching up the payscale somehow and, quite frankly, I think if by not doing a personnel study that is what the intent is is to wratch it everything up until these people make more money than anybody else in the City over time. I'm not happy with the approach, I don't feel I can support this request at this time for that.

Alderman Domaingue stated as I recall the evidence appeared to be and I think what the request is, is that that be looked at; that the Airport Maintenance personnel were not receiving compensation in any form equitable to what is currently going on let along what a reclassification study would provide. I have no objection, if it's the will of this Committee to ask the Personnel Director to review this because we haven't made a determination yet as to whether or not we are going to fund an entire personnel classification study and this Board may find

by the time the next budget cycle rolls around it doesn't have the money to do that. But, we do have an Airport and that Airport services not only the community of Manchester but the entire State of New Hampshire and part of the State of Massachusetts. And just for the record, Mr. Chairman, I need the Committee to understand that when I was in Concord as a State Representative, one of the embarrassments up there was that sometimes we did crazy things here in the City of Manchester which gave everyone else a chuckle. This is probably a large economic engine, if not the largest that the State of New Hampshire, we have it, it's a prize, it provides countless numbers of jobs and even more countless numbers of opportunities for the future and whatever we can do to help that process along so that that Airport operates to its fullest capacity and its greatest, most efficient capacity is what we have a responsibility to follow through on. So, I think we have at least a minimum obligation of forwarding this report to the Personnel Director, having him come back to the Committee, having us know what his thoughts are and proceeding onward from there. But, to ignore it and to say that this Airport and all of the circumstances that are involved in this Airport don't merit consideration frightens me. We are not dealing with fender benders here if anything goes wrong, if we have a snowy situation, I need Airport Maintenance workers out on that runway, I need people ready to go and not overtired. I can't tell you the feeling that everyone in the City has when it comes to Airport safety. I know it's been generated certainly clearly to me. We have an obligation to look at this issue and I would definitely move that it be sent to Personnel.

Chairman Reiniger stated, Fred, just to recap as I recall these are the positions you're concerned about...

Mr. Testa stated this is my field personnel and really this is not to upgrade or give raises. Again, I've got to use...right now, my same trucks drivers, my maintenance people are averaging two paygrades less than the Highway Department. Although, they not only need to know all of the same equipment and more by the way, but they also have to be certified and pass an examination and do Airport operations and I'm not asking for this classification to be done by the Personnel Director merely to give them pay that is equal to the duties they're doing. All I'm asking for is in a temporary way to at least bring them up to Highway standards, that is all I'm asking. If the Personnel Director feels that they do the same duties or more, I'm not asking for any increase, we'll do that as any part of any classification study that may look at the City as a whole. What I am saying is that for years now the field personnel even though their duties are more and I hope that I've pointed that out in this memo and this study, have been making less than their counterparts at the Highway Department even though their duties are sometimes more intense then and I don't anyway disparage the Highway workers for their

paygrades. Over the years, for some reason or another this inequity grew and all I'm asking is that this be looked at by the Personnel Director and see if there is an inequity there between the two comparable positions and if we can do that as one of the basis for settling a contract with my teamsters and others, all I'm asking is that opportunity to discuss it with the Board as a whole based upon information provided. That information from me is only half the story, that's my take. Although, I may be pretty close to what my people do on the field, I'm no expert in personnel systems that has to be done by Mr. Moran, he has to look at the truck drivers jobs and the equipment operators job at the Highway maintenance and look at my guys. Do they do the same job. If they do, it doesn't make any difference what the Personnel study does later because in the Personnel Director's estimation they do the same job, they do deserve the same pay or the same paygrade, at least, and that is all I'm asking is for the information to be compiled in a suitable form so that everybody has the same deck of cards we're playing with.

Chairman Reiniger asked is there a second to the motion to gather this information.

Alderman Cashin stated we've asked Fred Rusczyk and the QM Team to set up an RFP for going out for proposals for reclassification for all City employees, is that right. Now, in the interim we're going to ask Hugh Moran to do it for the Airport Authority, is that what we are being asked to do here tonight, is that you're understanding.

Chairman Reiniger replied it sounds like it, yes.

Alderman Cashin stated and then we're being told Hugh is going to do this study but we are not going to come in and ask for any more money no matter what he says, we'll work this out in negotiations. I can hear it now. The contract comes before the Board of Aldermen for whatever reason and the Board of Aldermen sit down and the next thing is how can you vote it down, you're own Personnel Director is recommending it. This is very, very dangerous. This is extremely concerning to me. You're asking the QM Team to do a reclassification for the whole City with the exception of Airport and then we're saying the work that they do is either comparable or a little bit more than the Highway Department, I'm not too sure about that.

Chairman Reiniger stated as Alderman Domaingue pointed out we have to officially approve, the full Board has to officially approve the reclassification study.

Alderman Cashin stated we can't go ahead with it until we come in with an RFP and they're working on it now, right. Isn't it premature to go ahead with this until they at least come in with their RFP.

Alderman Domaingue stated I don't disagree that there seems to be some confusion here, but I've got to tell you that if that money is not there for a personnel classification study it isn't going to happen, that's item number one. The QM Team can work and burn the midnight oil and if the money isn't there, it isn't going to happen and I don't know that the money is there for that right now. What I do know is that you are operating "the" major transfer facility out of your own City. We brag about it, we market it, we reap the job benefits, we reap the money benefits, the profits, the taxes, the whole nine yards and we are going to sit here again and we are going to quibble about the safety, not only of the people who ride those major transportation vehicles, but the people who live around that airport and they depend on the safety of that airport. I don't have wide open corn fields at the end of that runway, I have houses.

Alderman Cashin stated I'm not sure what you're trying to say.

Alderman Domaingue stated I'm trying to say that when I...well, if you don't have the patience you're welcome to leave, but I'm going to continue. I need to know that the maintenance is there, that the runways are open and that there is no potential for error and if we need to direct this study to the Personnel Director, we have no idea how he is going to come back at us. I don't think that is asking too much, I don't think we are setting any precedents, it's not unusual. We've asked for things to be looked at by the Personnel Director before. I am concerned about the operation of that facility, very concerned about the safety of the individuals who live with it.

Alderman Hirschmann stated if this had come up in May or June or July, I could understand it, but it just seems that this came out of negotiations. Negotiations are futile and they spun the coin from a tail to a head and said we'll go through the personnel system and we'll get them some money, that's the problem I have with this.

Alderman Robert stated just to refresh my memory as to why haven't these people been able to negotiate for a raise, are they not unionized.

Mr. Testa replied they are. They are members of the Teamster's Union.

Alderman Robert asked then why aren't they negotiating like everybody else does.

Mr. Testa replied we have been. This is one of those things that came up as a possible, this has always stuck in their craw that they're paid two paygrades less than the others. This was one of the things that we spun around and the last time, you're partially right...spun around...no, not flip a coin...and looked at ways - I know before the Board as a whole I came up with three or four scenarios the last time on amounts of money that we could settle and we would get back things like double time, get back health care and I could save actually this proposal with what I had said last time would save us about \$108,000 over a three-year contract period while we would spend \$52,000 in the package that I proposed at the meeting. So, we would actually save \$56,000 over three years because I'm the one department in town that uses a lot of double time because of the length of periods and all I'm asking for is information; that my information is really no good all by itself without the input of Hugh Moran because I may be looking at something from a jaundiced eye and saying I think it's equal, but maybe a Personnel Director with experience wouldn't think the job is equal. I can't direct Mr. Moran to do it and that's all I'm asking for.

Chairman Reiniger stated unless I get a second the motion will fail.

The motion failed.

Alderman Robert stated if he wants to bring the item back after the classification study gets done, that's fine with me.

Chairman Reiniger asked do we want to move to table it.

Mr. Testa stated if tabling means it comes up every week, every month at your twice-a-month meetings. If it's the sense of the Committee that after the classification study, because after the classification study you will have some evidence of inequities within the system. One of the duties or one of the tasks that we've put forth is the look at internal City pay classifications as they relate to each other. Forget about what is on the outside of the system or what other cities, it's just internal trying to level the playing field and once that's done I'm pretty...that's my feeling...I'm pretty certain that this will be the same. I'm just fine, you don't have to table it, I don't see any benefit to tabling it.

Chairman Reiniger asked, Alderman Robert, do you want to move to reject the request.

Alderman Robert moved to deny the request for a classification review of Airport positions. Alderman Cashin duly seconded the motion. The motion carried with Alderman Domaingue duly recorded in opposition.

Chairman Reiniger addressed item 5 of the agenda:

CITY SOLICITOR - Request to establish a grant-funded attorney position. If approved by the Personnel Committee and the Board of Mayor and Aldermen, the city Solicitor's Office shall be approved to establish and fill a Motor Vehicle Prosecutor/Attorney position, limited term at Grade 19, no hours, exempt. The City Solicitor shall be able to use previously submitted attorney applications to fill this position and to fill the position on a temporary status pending the approval of the ordinance establishing the position.

On motion of Alderman Hirschmann, duly seconded by Alderman Robert, it was voted to approve the request to establish a grant-funded attorney position.

Alderman Cashin asked how many prosecutors do we have at the present time.

Assistant Solicitor Arnold replied two.

Alderman Cashin asked two or three.

Assistant Solicitor Arnold stated we have two prosecutor positions in the office. When Mr. Merrill left to go back to the Police Department, we used one of the civil attorneys to fill in the prosecution side. So, at various times there have been three operating. Once the new prosecutor is trained that will no longer be the case and we'll have two prosecutors. If this position were to be filled that would be a third prosecutor.

Chairman Reiniger addressed item 6 of the agenda:

HIGHWAY/EPD - Request to reclassify an Equipment Operator III to a Laborer I. If approved by the Personnel Committee and the Board of Mayor and Aldermen, the Equipment Operator III position shall be reclassified to Laborer I effect with the start of FY98.

Alderman Robert moved to approve the request to reclassify an Equipment Operator III to a Laborer I.

Chairman Reiniger noted there was no second to the motion.

Alderman Hirschmann moved to deny the request.

Alderman Robert asked is Frank here. Why don't we just table it until we hear from them.

Mr. Moran stated the background on this is that the EPD is no longer hauling their own ash and sediments away from the plant. What they are doing now is that they have a contractor and the currently individual who is the Equipment Operator III will be offered the opportunity to take the lower level position and as part of the contract for informational purposes he will retain his current wages for a year, so there will not be a loss of wages for this individual and there will be a substantial savings thereafter starting the second year.

Alderman Hirschmann withdrew his motion to deny the request.

Alderman Robert stated his motion to approve would stand. Alderman Hirschmann duly seconded the motion. The motion carried with Alderman Cashin duly recorded in opposition.

Chairman Reiniger addressed item 7 of the agenda:

PERSONNEL - Request for classification review for two Finance Department positions. If requested by the Personnel Committee, the positions shall be reviewed as time and staff permit.

Alderman Robert asked could I have some background information on this, please.

Mr. Moran stated in previous meetings the Personnel Committee has left the decision to conduct reclassifications to reorganizations, contract requirements...those which involve savings and those that the Committee directs me to complete. This does not fall into these categories, but it could be approved if time and staff permit and they would not have a high priority at this point. The other alternative would be to refer to the study.

Alderman Robert asked how many positions do you have like this that previous Personnel Committees...

Mr. Moran replied I probably have up to a hundred of various requests.

Alderman Robert asked is there merit to what they are asking.

Mr. Moran replied certainly without conducting a review, I'll give you the same answer as before unless I conducted a review it's hard to speculate what the merit would be without interviewing the individuals.

Alderman Robert moved to approve the request as time and resources could permit which would be to the personnel study, ultimately if that becomes a reality.

Alderman Cashin asked so what are we saying that it is going to be referred to the reclassification plan.

Mr. Moran replied I'll add it to my list is what I am saying.

Alderman Hirschmann asked would that be in lieu of to the reclassification RFP or is that being moved to the Personnel Department.

Mr. Moran replied my understanding is the motion is to move it to the Personnel Department.

Alderman Hirschmann asked do you have time to work on it, Hugh.

Mr. Moran replied I don't have time to work on it.

Alderman Hirschmann stated but you'd have time to work on the Airport request.

Mr. Moran replied if the Committee tells me to do it, it's a matter of priority.

Chairman Reiniger called for a second to Alderman Robert's motion. There was none, the motion failed.

Alderman Robert moved to refer the request to the personnel reclassification study. Alderman Cashin duly seconded the motion.

Alderman Domaingue asked how many more of these are we going to be moving to the personnel reclassification study. If we're doing a reclassification and my question is directed at the Personnel Director, if we're going a study anyway wouldn't that include all of these things.

Mr. Moran replied it is my understanding from the previous instructions from the Committee that they would give the Personnel Department guidance. Unless they meet those three or four criteria, I would be pleased not to submit them if that would be the will of the Committee.

Alderman Robert stated when requests like this come in, it just adds to the necessity of us to do the study. How many did you say you had, a hundred of these requests.

Mr. Moran replied more or less.

Alderman Robert stated from people who may be deserving of a reclassification and who may not be it's pathetic. This is a situation that should never be.

Mr. Moran asked does the Committee wish to limit it to those previous criteria...reorganizations, savings and contract requirements.

Alderman Domaingue stated I am just getting a little bit concerned about what kind of an invitation we're opening the door to here. I certainly don't disagree that we need to study the reclassification of employees of the City of Manchester, but the more of these we receive it seems the more documentation of support there will be for that reclassification study and the more of an outcry if we don't fund it regardless of whether that budget is tight. How many more of these are we going to be receiving, do we have any idea. I would assume as I said earlier that if you ask for a reclassification you're talking about everybody, so why do we continue to receive these and maybe we can get a comment from the Finance Department as to what brought them to the position of having this be submitted separate from what was already discussed which was the reclassification study.

Mr. Sherman stated under the City ordinance any employee has the right to ask for a reclassification study. These two employees approached us and asked us if we would sign the paperwork to get those studies done and that's all we did in this regard. We didn't encourage them, we didn't try to turn down or tell them that there is a study coming. They have the right to ask and that's all that we did in this case.

Alderman Domaingue stated you were just then following procedures.

Mr. Sherman stated I would say if you are looking to do a full City-wide study then that is where they should be included or if you're not going to do that again to get in line with everybody else that Hugh has in his office.

Mayor Wieczorek stated if I could just ask the Personnel Director, if I heard everything correctly you indicated that you had time to do a personnel classification study of 22 people, but you don't have time to do it for two. Why the inconsistency.

Mr. Moran replied it is my understanding, Sir, that the discussion regarding the Airport was directed or came up at the Board of Aldermen and the thing would be that if it was directed by the Board, certainly I felt that it had a higher priority than the other ones and I'm not sure that that is the answer you're looking for.

Mayor Wieczorek stated I think I know the answer.

Chairman Reiniger called for a vote on the motion to refer the request to the personnel reclassification study. There being none opposed, the motion carried.

Chairman Reiniger stated, Mayor, I see that you are here. Are there certain items you would like addressed.

Mayor Wieczorek replied yes, items 8, 11 and 12.

TABLED ITEMS

On motion of Alderman Robert, duly seconded by Alderman Hirschmann, it was voted to remove the following item from the table for discussion.

AIRPORT - Request to hire an Airport Assistant Director for Marketing at a higher step. If approved by the Personnel Committee, the Airport Assistant Director for marketing shall be started at a B6 Step.

(Tabled: October 29, 1996 - PC 7)

Alderman Hirschmann stated based on the savings that the Director pointed out to me and the importance that Alderman Domaingue puts on the Airport moved to approve the request to hire an Airport Assistant Director for Marketing at a higher step. Alderman Robert duly seconded the motion.

Alderman Cashin stated you're sending a very wrong message, I'm telling you right now. You're going to be sorry you're doing this. This has nothing to do with this position or anything else. You've got contracts out there that you're not even paying attention to, you're not negotiating, you're not doing anything and

you're hiring these people at a higher step than they should be hired at. Do what you want, send it to wherever, but I'm telling you, you are going to be sorry. This is sending a very negative message out there and it's wrong and it's got nothing to do with the Airport, individuals, or anything else.

Alderman Hirschmann stated I tend to disagree. This position is probably going to be one of the second most highly-visible positions in the Airport and he can control the image of the Airport rather than having an outside source who doesn't directly work for the Airport. I think that the investment warrants itself based on the savings.

Alderman Cashin stated I am well aware of it, I totally agree with you. If it was a different time and we didn't have the problems we have right now, I'd support it. But, you can't lose sight of the problems you have out there.

Alderman Hirschmann stated it's not going to add to it.

Alderman Cashin stated it certainly is going to add to it. Let's see if it's going to add or not.

Alderman Domaingue stated I'd like to ask the Airport Director at what salary range you are requesting that this position be filled.

Mr. Testa replied at the top of the scale.

Alderman Domaingue stated I'd like to note for the record that I opposed that in the last Committee meeting and I will do that again. I cannot support bringing in at this time under circumstances that have been previously noted by the Alderman from Ward 10...top of scale. I could have done it had they brought him in at the bottom of the scale or even somewhere near the bottom of the scale. But, I am not going to support that for those reasons. I don't think it is necessary to bring him in at top of scale, I do think that particular movement sends the wrong message and I find it highly, I don't want to use the word crazy, but a little unusual that I would find two Committee members ready to support filling this position at top of scale when let me tell you if one of those planes has a problem coming down on a runway, it isn't going to be the Director of Marketing that I'm going to rely on, that's all I have to say.

Alderman Hirschmann stated for the Director to secure the quality individual he needs in this particular case you're talking economic development. This person here is a pure, a pedigree marketing type person and you just gave a ten minute sermon on the Airport being the marketing piece of southern New Hampshire and northern Massachusetts, so it warrants discussion. I think that this is a good move.

Alderman Domaingue stated you still do have outstanding contracts out there and I think that there is justification for filling the position, but I don't think that we can justify filling the position at top of scale. I think I do have a problem with that.

Alderman Hirschmann stated the quality of candidate instead of getting someone with a master's in public relations you might end up with somebody that's a BS or somebody out of the...

Alderman Domaingue stated you had no shortage of candidates, number one and number two this individual is very well-qualified because he is familiar with the project because he currently works for the marketing firm and I'm very familiar with the amount of money that would be saved and I think I've stated my position and I won't support it at the top of the scale.

Chairman Reiniger called for a vote on the motion.

Aldermen Domaingue and Cashin duly recorded in opposition.

Chairman Reiniger stated a two/two vote, the motion carried.

On motion of Alderman Robert, duly seconded by Alderman Domaingue, it was voted to remove the following items from the table for discussion.

11. PERSONNEL - Information Support Specialist Positions.
Note: The Personnel Director recommends that the positions at the Airport, Fire, Police, Finance and Water Works be established as Sr. Information Support Specialist, Grade 22. The Library Technician position is to be established at Grade 20.
(Tabled: September 23, 1996 - PC 6)
12. PERSONNEL - Reorganization of the Information Systems Department
(Tabled: September 23, 1996 - PC 6)

Mayor Wieczorek stated I think Diane has been speaking to this Committee before, but what we have at stake here really is the same situation that we had when we were talking about nurses a couple of years ago when we couldn't get school nurses. What has happened is, I guess you've lost virtually you're entire staff, haven't you...the micro-support staff and what has happened here is we have \$2.5 million worth of equipment that in coming in and the Police Department is looking to have 70 of those PC's installed in their department and we don't have the personnel to do it. Now, what I see happening here is that the people she has had are gone, some to the State, some going to other places where you have a proliferation of software companies here. What is going to happen is that this is going to intensify because come the year 2000 when they're going to have to go beyond two digits then everybody is going to be scurrying around and these people are going to be in very high demand and my recommendation is that this Committee pass it on to the full Board, so that we can begin to put into place the \$2.5 million worth of equipment that we want here in the City to get this City on one system.

Alderman Robert moved to approve item 12 the reorganization of the Information Systems Department.

Alderman Cashin asked are we looking at upgradings.

Ms. Prew replied yes. I'm not asking for additional staff. I'm requesting upgrades to help recruit for the vacant positions and to retain existing staff. We're moving some responsibilities around. There is no impact on the '97 budget. We will be returning funds to the budget. Our situation is becoming critical. We have 130 PC's that need to be installed in seven departments, they have to be in place before April. We have a financial system that is going in, we've committed that the new system will be in by July 1st. You have City Hall renovations going forward, City Hall is going to have to be...all of the offices are going to have to be moved which means we have another 60 PC's that are going to have to be taken down, reinstalled and that has to be done by May 1st, I understand. We're in a position right now where we cannot get the work done with the staff we have.

Chairman Reiniger asked if there is a second to the motion.

Alderman Hirschmann stated for everyone's benefit here and in our previous meetings, I offered the department an amendment that would upgrade those four positions that were vacant, that was a month or two ago. So, I did make that offer. I don't want to upgrade secretaries from a 13 to an 18 and I don't really want to move on the rest of the proposal, but I would move to upgrade those four positions that she has unfilled that she's having a problem with.

Ms. Prew stated to speak to some of the other upgrades. Our concern is retention with the professional staff. These people have skills which are very marketable, at this point, and they are being asked to take on a great deal of additional responsibility. These people can go out in the marketplace and they too can get very large increases in salary and to lose them is a much more expensive in many ways in terms of actual dollars, but in terms of what it costs to the projects to go on; that is the reason why we were looking to reclassify those two positions that you are referring to.

Chairman Reiniger asked is there a second to Alderman Hirschmann's motion.

Alderman Cashin stated the motion is on the reorganization.

Chairman Reiniger replied yes.

Alderman Cashin asked what is the total cost of the reorganization.

Ms. Prew replied the cost this year, there is no impact on the budget. I will be turning over \$30,000 to the City from my payroll budget because of vacancies.

Alderman Cashin asked what will the impact be on next year's budget.

Ms. Prew replied on next year's budget it's just under \$20,000.

Alderman Cashin stated I am going to make one comment and I'm going back to item 11 now. Originally, my understanding is that, Hugh, you recommended that the Finance, Water Works, Fire and Police Departments at a Grade 21 and now you're recommending a 22.

Mr. Moran replied that is correct, Sir.

Alderman Cashin asked what happened the last couple of weeks.

Mr. Moran replied on further evaluation of the positions involved, it was noted that the original request of the Airport was a Grade 22 and in looking at the other positions they were determined to be comparable to those of the Airport as far as they're individual responsibilities. Each one had their own network that they were dealing with, each one had budget responsibility, each one had training responsibility which in some of the cases I had not previously considered.

Chairman Reiniger stated before we get to number 11, is there a second to Alderman Robert's motion to accept completely the reorganization request.

There being none, the motion failed.

Chairman Reiniger asked, Alderman Hirschmann, would you like to make a motion for the positions.

Alderman Hirschmann stated to help the Director, I would like to help her upgrade those four positions that she needs to fill on the computer work.

Chairman Reiniger asked so we're clear, what four positions are you talking about.

Alderman Hirschmann replied those are the micro-computer specialists that are, I believe, unfilled at this point or at least a good portion of those positions are unfilled at this point.

Ms. Prew stated there are several that are still unfilled.

Chairman Reiniger asked is there a second to the motion.

Alderman Domaingue replied I'll second it for discussion purposes. Could we just get a narrowing of information here, how many positions totally are you going to be filling, you're saying you're not adding new positions, but that you are reclassifying three and then in addition to that how many more.

Ms. Prew replied there are two communication support specialists and three micro-systems specialists which are all Grade 20 positions that I had asked to upgrade to Grade 22's.

Alderman Domaingue asked are they all currently filled.

Ms. Prew replied no.

Alderman Domaingue asked how many are not filled.

Ms. Prew replied one communication specialist is not filled and one micro-systems specialist is not filled at this point and the communications specialists we have been recruiting for five months on that position.

Alderman Domaingue stated I just want to say for the record that I find it very interesting that we worry about losing qualified, educated, well-trained staff to other areas when it comes to computer systems, but we don't seem to have the same concern when it comes to specialists in our Police Department and in our Highway Department. I wonder why that is.

Alderman Hirschmann stated you're not referring to me, Alderman.

Alderman Domaingue stated the honorable collectively.

Chairman Reiniger stated so there is a motion by Alderman Hirschmann, seconded by Alderman Domaingue. Are you withdrawing your second.

Alderman Domaingue replied I won't withdraw the second, I'm having a hard time with supporting this.

Alderman Robert stated if that's what I can get, I'll second Alderman Hirschmann's motion.

Alderman Domaingue stated I'll withdraw my second.

Chairman Reiniger called for a vote on the five positions...three micro-computer systems specials and two communications specialists.

Alderman Cashin stated you're upgrading them from a 20 to a 22, is that what you're doing.

Ms. Prew replied that is what I've requested.

Alderman Domaingue stated the cost is \$20,000.

Ms. Prew replied no, it is less than that for the five positions. There were two others, actually three others that I had asked for reclassification of.

Alderman Robert asked, Diane, doing this piecemeal are we going to create problems or what. Just as long as the Committee knows that, if this is the best I can get, I'll forward it but we're going to have to deal with it later on.

Chairman Reiniger called for a vote on the motion.

Aldermen Robert and Hirschmann voted yea. Aldermen Domaingue and Cashin voted nay. Chairman Reiniger voted in the affirmative, and the motion carried.

Chairman Reiniger stated back to Item 11 Personnel - Information Support Specialist Positions which Alderman Cashin was addressing. Are there questions from the Committee on these positions.

Alderman Hirschman asked why is it that they couldn't have all been granted a 21 instead of a 22.

Mr. Moran replied at the outset as I did indicate previously, I felt that the individual at the Airport had a greater responsibility than the other two and looking at the class specification for the Grade 22 level, I felt that he, in fact, was in that area. When I looked at the other positions I did not feel at that time that they'd met the qualification of the Grade 22 class specifications and the ability and technical work of the individual at the Airport. At that particular time, I had a discussion with Diane Prew and the various department heads and as a result of that discussion as previously stated I looked at other concerns and changed my recommendation to a Grade level of 22. I think it was also a case of a follow-on with the work and the action that you have just taken. In fact, the action that you have just taken is to increase the information support specialist from 20 to 22 and that was another consideration that I had and that that should be at the same level as those in the Information Systems Department.

Alderman Hirschmann asked, Hugh, how structured is the process that you decide this. Do you arbitrarily...after our last meeting do you just reopen it and check into it, how do you do it. It just seems kind of wishy/washy that all of a sudden it's different.

Mr. Moran replied it's hard to answer. I looked at some other areas that I didn't previously consider.

Alderman Robert moved to approve the request relative to the Information Support Specialist positions.

There being no second, the motion failed.

Alderman Domaingue moved to retable item 11.

Alderman Hirschmann asked can we send this to the other reclassifications...the great hole where we send everything else.

Alderman Domaingue stated I will withdraw my motion to retable if everyone would rather do that.

Alderman Robert asked in doing so, would we be creating a problem. A problem that is probably not already created by not acting on this. By not acting on this what is the net effect, is the department going to suffer.

Chairman Reiniger asked, Mayor, would you like to comment on that.

Mayor Wieczorek stated with all of the other people that you have that are concerned. What I see happening here tonight is this Committee seems to be all over the lot regarding the actions that it is taking and I would hope that we can develop some consistency here. I realize how important it is to do a City-wide reclassification study which will get a lot of these problems behind us, but I think that even though we are waiting to do the reclassification study, I think that we have to take whatever action is appropriate in different areas where it is appropriate. But, what I see happening here is like I said, I see people all over the lot for whatever reason.

Mr. Brisbin stated if this gets tabled further, we just began our local area network at the Library, our support person handles that and we're hoping to allow taxpayers to surf the Internet at the Library by December. If this gets further tabled and you just passed the item for Information Systems, I know my individual is going to be applying for that position and we're going to be unable to fill, we're a Grade 16 right now, we're not going to be able to fill it at all, we're just going to be gridlocked and there isn't ten minutes that goes by that a patron doesn't say when are you going to be on the Internet.

Chairman Reiniger asked having heard that, is there anyone willing to second Alderman Robert's original motion to approve the recommendation. There was none.

Chairman Reiniger called for a motion to retable.

Chairman Robert stated I don't want to kill it and moved to retable Item 11. Alderman Domaingue duly seconded the motion. There being none opposed, the motion carried.

HIGHWAY - Reclassification of Highway Superintendent position.
(Tabled: February 13, 1996 - PC 1)

This item remained on the table.

FINANCE - Deferred Compensation Provider.
(Tabled: September 23, 1996 - PC 6)

This item remained on the table.

PERSONNEL COMMITTEE - Department Head Merit System Responses.
(Tabled: September 23, 1996 - PC 6)

This item remained on the table.

OTHER BUSINESS

Alderman Hirschmann stated I have a question. In one of our previous meetings, we gave temporary upgrades to create a second Highway crew, but all of the paving seems to be done now, so will we be withdrawing that temporary upgrade.

Mr. Moran replied yes, Sir. I checked on that this week. The crews are still working and I will immediately notify the Committee as soon as the work is over. It is the intention of the Highway Department to keep the crew working until the first snowfall which we had yesterday, but as far as I know they will still be continuing till that time and I am aware of the requirements and I did follow up on it this week.

There being no further business to come before the Committee, on motion of Alderman Cashin, duly seconded by Alderman Domaingue, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee