

City of Fitchburg
Personnel Committee
Minutes
Wednesday, June 24, 2015

Members Present: Jason Gonzalez, Dorothy Krause
Absent With Excuse: Carol Poole
Also Present: Lisa Sigurslid, Human Resources Manager; Misty Dodge, Finance Director; Dell Zwieg, Interim Assessor

1. Call to Order – The Personnel Committee Meeting was called to order by Gonzalez at 8:00 a.m.
2. Approval of Minutes of the April 10, 2015 Meeting
Motion by Krause to approve the April 10, 2015 personnel committee minutes. Motion carried.
3. Discussion, Consideration, and possible Approval of Assessing Department re-organization and position reclassifications

Sigurslid provided the committee with information related to the recommendation by Administrator Roach to realign the duties of the Assessing department into the Finance department. This recommendation is being made following the retirement of the previous Assessor. This will reduce the number of direct reports for the City Administrator and merge two departments that work closely together. There will be no changes to the day to day operation and functions of either department. The change would result in a lower pay grade for the Assessor position. This is a concern as these are traditionally hard to fill positions with a very limited applicant pool. Dodge and Zwieg were present to answer questions from the committee.

- a. Approval of Assessing Department re-organization.
Motion by Krause to approve the re-organization of the Assessing department. Motion failed.
 - b. Approval of City Assessor reclassification.
Motion by Krause to approve the Assessor reclassification. Motion failed.
4. Update on Performance Evaluation process
Sigurslid provided the committee with an update on the performance evaluation project. The will be on the agenda for consideration at the next committee meeting.
5. Announcements
 - a. Schedule time for next meeting - TBD
6. Adjournment
Krause moved adjournment at 8:19 a.m.