

Present were Committee Members: Trustee Stillman, Trustee Martin sat in for Trustee Prott

Absent: Trustee Prott was excused

Staff present: Village Administrator Tom Christensen, Chief Dick Roeder, Lieutenant Walter Lininger.

### **1. Call to Order**

Trustee Stillman called the meeting to order at 5:02 p.m.

### **2. Presentation of Fire union grievance dated Aug 10, 2018 regarding shift assignment and grievance denial from the Chief.**

Christensen introduced Lieutenant Lininger, as the Union President of the fire department, who has brought forth the grievance on behalf of the fire department. Christensen asked Chief Roeder to explain the grievance.

Chief Roeder explained that during the scheduling Mr. Garcia was moved into a 48-hour work cycle, which is something they didn't intend to do. To fill vacancies in the schedule, and cut back on overtime - they shift employees from A shift to B or C. This is dictated by contract. The three lowest guys on the shift are those that are designated as the "floaters". In this case Mr. Garcia was moved in a 48-hour work cycle, which was not his intention. Mr. Garcia didn't bring it to anyone's attention until the first 24-hour shift, in which he filed a grievance with BC Henningfeld. He was relieved of his duty and another employee was brought in to cover the remaining 24-hours. Once made aware of the situation the matter was resolved.

If this type of scheduling error was made in the past, it has typically been caught by himself or he was notified by the employee – and the matter was subsequently solved. It is not the intention of the Chief to schedule 48-hour shifts, although in the past 48-hour or 73-hour shifts have happened in the case of required overtime or by their own trades. The firefighters do make schedule trades and is not an uncommon occurrence. It's only unusual for official scheduling purposes. Although, State Statues dictates they can work 72-hours, with at least 12 hours off following the shift.

The grievance that the Union has, is with the scheduling error and is seeking action to be taken to correct it. The Union has requested that there be more consideration when scheduling the members.

Trustee Stillman stated he would like to hear both grievances now because of their similar nature.

Mr. Venucci was put in the same predicament. Although, he worked his entire 48-hour shift and did bring it up during his second day. It was also not caught.

Lininger stated that the Union feels the new scheduling program does not allow at first glance to catching these things. Prior to this, an excel sheet was used and highlighted for

an easy to read schedule. It would allow you to know where you were placed and were able to visually see floats. Scheduled 48-hour shifts were rare and did not occur with the old system.

The individual firefighter would be aware of their own schedule and does have the opportunity to bring it up to superiors to correct such an error. For grievances they have 10 days to file, they were within 6-7 days for filing of the grievance. Lininger brought a modified grievance. The local requests for diligent attention to assigning floater shifts.

The new system provides a fast processing of work trades, vacation days and holidays. It can be done on a computer with easier access, is user friendly and widely used by all employees opposed to calling in. The new process gives 24/7 access to the schedule via their phone or home computer. This gives everyone their schedule immediately.

Because of the limitations of the program, it should be up to the members to immediately notify their superior of any issues. There has not been an instance where Administration has not corrected a scheduling error such as the accidental 48-hour shift. The errors have been more frequent then in the past because of the adjustment to the new software.

The Chief does most of the scheduling and in his absence the BC's fill in.

**3. Presentation of Fire union grievance dated Aug 11, 2018 regarding shift assignment and grievance denial from the Chief.**

Both grievances were spoken about above due to their similar nature.

**4. The Personnel Committee will take up a motion to go into CLOSED SESSION pursuant to 19.85(1)(c)&(e), WI Stats., to discuss both union grievances regarding shift assignment and grievance denial from the Chief.**

Trustee Martin motioned to go into closed session at 5:32 pm. Trustee Stillman seconded. Motion carried.

**5. The Personnel Committee reserves the right to RECONVENE INTO OPEN SESSION to take possible action on the item(s) discussed during the CLOSED SESSION and to move on to the remaining items on this agenda.**

Trustee Stillman to move into open session at 5:43 pm. Trustee Martin seconded. Motion carried.

Trustee Martin moved that the grievance be resolved by the Village making reasonable attempts to modify the software to minimize scheduling conflicts. With the understanding that the Union members will bring any such inadvertent scheduling conflicts to the attention of the Chief to settle the grievance without precedence. Seconded by Trustee Stillman. Motion carried unanimously. The Union accepted.

**6. Resolution 2018-81 – Resolution Authorizing The Starting Wage For Chief Of Police Daniel Reilly.**

Christensen explained that the Police & Fire Commission has conducted numerous interviews in a search for the new police Chief of Caledonia. He was pleased to announce that they have chosen a candidate and have formally appointed Dan Reilly as the next Police Chief. He will be sworn in on September 25<sup>th</sup> at 9 am. It is up to the Village to negotiate his salary and benefits. The purposed wage is set at \$107,500.00. There was discussion regarding what benefits he would and would not be taking and how that might factor into wage. Although this salary is higher than his predecessors, he has more experience, a master's degree and is still the lowest paid Chief in the area. Trustee Stillman felt the salary was fair and commented on the wage scales in surrounding communities being much higher. He thought we had to pay attractive salaries to retain quality people. Christensen recommended approval.

Trustee Martin motioned to recommend approving Resolution 2018-81. Trustee Stillman Seconded. Motion carried unanimously.

## **7. Adjournment**

Motion by Trustee Stillman to adjourn. Seconded by Trustee Martin. Motion carried unanimously

Meeting adjourned at 5:53 pm

Respectfully submitted,

Joslyn Hoeffert  
Deputy Village Clerk