

1. Call to Order

Trustee Prott called the meeting to order at 6:15 p.m. at the Caledonia Village Hall, 5043 Chester Lane

Committee Members: Trustee Stillman and Trustee Prott. Also present was Trustee Martin

Absent: None

Staff present: HR Director Toni Muise, Village Administrator Tom Christensen and Fire Chief Dick Roeder

2. Approval of Minutes

Trustee Stillman motioned to approve the November 4, 2019 minutes. Seconded by Trustee Prott. Motion carried unanimously.

3. Discussion regarding firefighter exit interviews.

Trustee Prott wanted to share some of the comments that were made by two of the three firefighters during their exit interviews. One of the concerns was that annual physicals are no longer provided. Christensen explained that at their request, the Village proposed doing semi-annual physicals, half of the department one year and the other half the next. They never countered, they said no. The Village encouraged them to participate in the wellness program too, but was told they did not want to participate in anything off duty. The Village also explained that if anyone was rendered unfit for duty, the Village was going to address it. It was noted that these two firefighters were not employed during the period that annual physicals were given. Another concern was there was no growth advancement. The response was it is a small department that only has so many positions. The Village however, has instituted a tuition reimbursement program for further education. Another comment was made about implementing a five-year plan. The Village is moving forward with discussion on that topic. There was a mention of the residency requirement but neither seemed to have had an issue with it. The Village is currently working on this Agreement. Also, floating shifts were not favored. They would like more advanced notice. The Village is working on that but FMLA and other issues need to be worked out first. There was a problem with holiday pay. Chief explained that it has to be earned before they can take it or they will have to pay it back. Denial of FMLA was brought up. Christensen explained that the Village cannot deny appropriate FMLA but now that there is an HR Director who works with the Attorney, there is more being done with policy and procedure that people aren't used to. The Village is working on a light duty policy that fits within individual restrictions. Roeder explained that he implemented a policy for those who have abused sick time. Those employees are required to call the chief directly. There was concern about some vehicle tire maintenance. Chief stated that there is a policy in place for maintenance needs and anything unsafe would be addressed right away but things that are costly and less critical may have to wait. There was a comment made about turnout gear for probationary employees being expired.

Chief explained that the gear is tailored to the individual and is not usually available on the shelf and needs to be ordered. They are given useable gear temporarily. The gear is expensive and he has experienced people leaving before the gear comes in and now that expensive gear is useless. The drinking water was a concern. Christensen said the system has been corrected and the bottled water was eliminated in both the Fire and Police Dept. to save money. Some of the electrical issues were brought up and have been dealt with. Both said they appreciated the training. They suggested having internal staff meetings.

4. Adjournment

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

Meeting adjourned at 6:55 p.m.

Respectfully submitted,

Karie Pope
Village Clerk