



## City of Rock Falls Personnel Committee Meeting Minutes

Date: 02/26/09 Time Meeting Started: 7:00pm

Time Meeting Ended: 7:45pm

Members		Also Attended	
Alderman Thurm (chairperson)	P	Alderman Kuhlemier	P
Alderman Vandersnick	P		
Alderman Reitzel	P	Richard Downey, City Administrator	P
P-Present A-Absent			

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 7:00pm	<ul style="list-style-type: none"> <li>Committee called to order at 7:00pm</li> </ul>	Committee began at 7pm
2. Workman's Compensation/Insurance Update	<ul style="list-style-type: none"> <li>No update was presented.</li> </ul>	No Updated.
3. Department Safety Reports	<ul style="list-style-type: none"> <li>Committee discussed safety meeting minutes.</li> <li>Committee requested that the City Administrator speak to the Street Superintendent regarding the January Street department safety meeting minutes and requested discipline be issued for a continuing issue.</li> </ul>	Item would be addressed by the City Administrator.
4. New Business: a) Workplace Breaks-Time Clock-All hours Worked - Mr. Downey	<ul style="list-style-type: none"> <li>City Administrator reported to committee on work issues and time clock. Committee discussed. Committee directed City Administrator to ensure that all employees are punched in while they are doing work for the city.</li> </ul>	Item would be followed up City Administrator
4. New Business b) Tuition Reimbursement Request - Mr. Jakubczak	<ul style="list-style-type: none"> <li>Committee discussed and requested update for progress along his MBA and number of courses remaining. Committee approved the request as noted.</li> </ul>	Item approved request for reimbursement and requested update on MBA status.
4. New Business c) Electric Committee Request Input: 1. Discuss signed agreements with incoming apprentices	<ul style="list-style-type: none"> <li>Committee discussed reimbursement policy for apprentices for training. Policy would be researched and drafted by Electric Director and sent to the Personnel Committee for review.</li> </ul>	Electric director would be requested to come up with reimbursement policy.
4. New Business c) Electric Committee Request Input: 2. Discuss agility testing for apprentices.	<ul style="list-style-type: none"> <li>Committee discussed, and requested the City Administrator research issue of agility tests via the Illinois Municipal Utility Association.</li> </ul>	Item would be sent to City Administrator for research on agility tests.
5. Committee Members Items	<ul style="list-style-type: none"> <li>Nothing presented.</li> </ul>	Nothing presented.

6. Executive Session: 1. Personnel Section 2 (c ) (1)	<ul style="list-style-type: none"> <li>No items were presented.</li> </ul>	No items were presented.
7. Review/Approve Minutes	<ul style="list-style-type: none"> <li>Minutes were accepted as presented.</li> </ul>	Minutes accepted as presented.
8. Adjournment.	<ul style="list-style-type: none"> <li>Committee adjourned at 7:45pm.</li> </ul>	Committee adjourned

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Richard Downey, Recorder, Rock Falls Personnel Committee