



City of Rock Falls Personnel Committee Meeting Minutes

Date: 07/22/10 Time Meeting Started: 7:00 pm

Time Meeting Ended: 8:05pm

Members		Also Attended	
Alderman Thurm (chairperson)	P	Mayor Blanton	P
Alderman Vandersnick	P	City Clerk Bill Wescott	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"> Committee called to order at 7:00pm 	No action.
2. Approve Minutes of June 24, 2010	<ul style="list-style-type: none"> Committee reviewed and approved minutes as presented. 	Minutes were approved as presented
3. Worker's Compensation/ Liabilities Report	<ul style="list-style-type: none"> City reviewed liability report and worker's comp report presented by the City Clerk. 	Committee thanked City Clerk for report.
4. Department Safety Reports	<ul style="list-style-type: none"> Committee reviewed minutes as presented. Committee questioned where Street and Sewer minutes were, and Committee requested that Sewer department please hold their safety meeting. 	City Administrator will speak to
5. Old Business: a) Crossing Guards	<ul style="list-style-type: none"> City Administrator reported on Crossing Guard discussion with District 13. Committee discussed issue. Committee requested starting immediately that all crossing guards be requested to report for duty at City Hall under the direction of the City Administrator. This work would be the same length of time as their normal shift day as a crossing guard for the City. During the school year they would be released from this duty and be required to report as normal for their crossing guard duties. Committee also requested that job description be crafted by City Administrator to be approved by the City Council at their earliest meeting. 	Issue would be resolved by City Administrator.
6. New Business: a) Light Duty Work Policy	<ul style="list-style-type: none"> City Clerk reported to the committee about suggested Light Duty Policy. Committee discussed and recommended policy to be sent to City Attorney for review and then subsequent adoption by the City Council. 	Policy would be sent to City Attorney and then to City Council.
7. Committee Member Items	<ul style="list-style-type: none"> Mayor reported on overtime in police department. Committee discussed about overtime. Committee requested that Mayor investigate issue and determine if off-duty law-enforcement from other jurisdictions could be hired for temporary usage. 	Issue would be placed on agenda for next month's meeting.

8. Review/ Approve Minutes	<ul style="list-style-type: none">• Committee approved minutes as presented.	Minutes were reviewed and approved as presented.
8. Adjournment	<ul style="list-style-type: none">• Meeting was adjourned at 8:05pm.	Meeting was adjourned at 8:05pm.

Richard Downey, Recorder, Rock Falls Personnel Committee