



**City of Rock Falls
Special Ordinance License Personnel Safety
Committee
Meeting Minutes**

Date: 1-8-2015

Time Meeting Started: 6:40pm

Time Meeting Ended 7:11pm

Members		Also Attended	
Alderman Watts – Chairman	p	Mayor Wescott	p
Alderman Reitzel	p	Administrator Blackert	p
Alderman Logan	p	Clerk Arduini	p
Alderman Folsom		Alderman Reitzel	p
		Alderman Schuneman	p
Also Attended			

Topic	Discussion	Plan of Action
1.Call to Order @ 6:40 p.m. – Chairman Watts	Meeting was called to order	Meeting begins at 6:40pm
2.Time Clock Policy review	City Administrator Robbin Blackert explained that a few years ago a time clock policy was drafted for the Electric Dept. this policy was not consistent with the rest of the departments. Adm. Blackert has worked with the department heads, and developed a rough draft of the new time card policy that will put all of the departments on the same page. 3 Union members helped to develop the policy.	The committee recommends the policy be sent to the city council for adoption.
3.Executive Session for Personnel Section 2(c)(1) Employee hiring, firing, compensation, discipline and performance	A motion to enter executive session was made by Alderman Logan, and second by Alderman Reitzel.	Committee entered executive session at 6:47pm Committee exits executive session at 7:10pm
4.Adjournment	With nothing else for the good of the committee the meeting was adjourned at 7:11pm	Meeting ends at 7:11pm

_____ Committee Chairman