

FINANCE AND PERSONNEL COMMITTEE MINUTES
April 1, 2019

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor O'Connor at 6:32 p.m.

Present: Mayor Mary K. O'Connor and Alderperson Andrew Kitslaar

Excused: Alderperson Doug Wood

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, and Director of Administrative Services Leah Kimmell

APPROVAL OF MINUTES

Mayor O'Connor noted a correction to page 2, paragraph 5: delete the sentence reading, "The City's credit rating is hurt if the Fund Balance is used for one-time costs." This is not an accurate statement.

A motion by Alder Kitslaar, seconded by Mayor O'Connor, to approve the Minutes of the March 18, 2019 Finance & Personnel Committee meeting was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Administrative Services Director Kimmell summarized the draft paid parental leave policy. The policy will offer two weeks of paid leave to full-time and permanent part-time employees to bond with a newborn or a newly adopted child. The policy will not apply to those acting as surrogates or sperm donors or to temporary welfare placements like foster children or guardianship. Because the policy relates to wages, hours of work, and working conditions, it is a mandatory subject of bargaining for the City's two public safety bargaining units. If the Council's intent is to provide the policy for all represented and non-represented employees, we will need to offer the policy as an MOU to each current contract. The policy will then be open for bargaining at the next contract negotiation.

The policy will run concurrently with FMLA, and as with the FMLA, employees will need to be employed for a full year before becoming eligible for this benefit. The two weeks of leave must be taken all at once or in two blocks of one week each, and all leave must be used within six months of the birth or adoption. The benefit cannot be used more than once in a 12-month period. Alder Kitslaar asked whether the clock starts on the 12 months on the day of the birth or adoption or after the leave has been taken. It was decided to "reset" the 12-month clock on the last day of the employee's leave. Director Kimmell will add this to the policy.

The policy will come back to this committee for recommendation to the Council on April 15. It will have two readings at City Council on April 15 and May 6.

Finance Director Houtakker reviewed recent Accounts Payables and answered member's questions.

A motion by Alder Kitslaar, seconded by Mayor O'Connor, to accept the General Fund Accounts Payable Checks Dated March 14 through March 28, 2019, was carried.

A motion by Alder Kitslaar, seconded by Mayor O'Connor, to adjourn was carried. (6:54 p.m.)

Leah Kimmell
Director of Administrative Services