

LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee met on Monday, September 23, 2019 at 6:30 p.m. in Conference Room No. 1 at the Willmar City Office Building.

Present: Shawn Mueske Council Member
Fernando Alvarado Council Member
Vicki Davis Council Member

Others present: Human Resource Director Samantha Beckman and City Administrator Brian Gramentz.

Item No. 1 Call to Order

The meeting was called to order by Council Member Mueske at 6:30 p.m.

Item No. 2 Public Comment

There were no public comments.

Item No. 3 Willmar Employee Educational Program Policy (Motion)

Staff brought forth updating the current Willmar Employee Educational Program Policy as a continuation of earlier discussions. A motion was made by Council Member Alvarado, seconded by Council Member Davis and passed to recommend that the City also reimburse 75% of the cost of books. A motion was made by Council Member Alvarado, seconded by Council Member Davis and passed to approve the updated policy.

Item No. 4 Employee Personnel Policy – 8th Section (Motion)

Staff presented the eighth section of the updated employee personnel policy and Family and Medical Leave (FMLA) Policy. Staff brought attention to maximum leave without pay being reduced to 30 days (current policy allows one year). The previous policy seems to be in place before ADA and FMLA protections as it references injuries and modified work duties. With the City's current sick leave policies, worker's compensation, FMLA, and ADA there is no need to offer an additional one-year leave of absence to all employees. A motion was made by Council Member Alvarado, seconded by Council Member Davis and passed to adopt the eighth section of the new Personnel Policy and FMLA Policy.

Item No. 5 Employee Personnel Policy – 9th Section (Information)

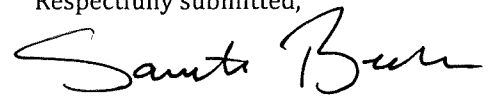
Staff distributed the ninth section of the updated employee personnel policy. At the League's recommendation, staff is utilizing their handbook template and customizing it to Willmar's policies and procedures.

Item No. 6 Labor Negotiations Strategy Under Minn. Stat. § 13D.03 subd. 1(b) (Information)

A motion was made by Council Member Alvarado, seconded by Council Member Davis and passed to go into closed session pursuant to Minn. Stat. 13.D.03 subdivision 1(b) to discuss Labor Negotiations Strategy. The meeting was closed at 6:58 p.m. The meeting was reopened at 8:13 p.m. by Council Member Mueske.

There being no further business to come before the Committee, the meeting was adjourned at 8:13 p.m. by Council Member Mueske.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Samantha Beckman". The signature is fluid and cursive, with the first name "Samantha" written in a larger, more prominent script than the last name "Beckman".

Samantha Beckman
Human Resources Director