

**HUMAN RESOURCES COMMITTEE  
MINUTES – January 21, 2019**

**MEMBERS PRESENT:** Ruth Ludwig, Dan Olson, Craig Sutherland (via conference call), Jack Sweeney

**OTHERS PRESENT:** Debbie Bergstrom, Cammi Koneczny, Mayor Jim Paine, Steve Panger, Shelley Nelson, Jean Vito

The meeting was called to order at 4:00 pm.

**1) Approve 12/19/18 HRC meeting minutes.**

Motion by Sweeney, seconded by Sutherland, to approve the 12/19/18 HRC meeting minutes. APPROVED

**2) Approve IAFF Local #74 Contract 2019-2021.**

Motion by Sutherland, seconded by Sweeney, to approve the IAFF Local #74 Contract 2019-2021. APPROVED

**3) Referred from 12/18/18 Council Meeting: Mayor Paine's request to add Martin Luther King Jr. Day as a paid holiday for City employees.**

Mayor Paine explained that this was a request that started late last year by Stephan Witherspoon who is the President of the Duluth/Superior NAACP. He is working on initiatives through a number of large institutions in the Twin Ports that do not offer Martin Luther King Day as a holiday. His two biggest targets were the City of Superior and the Superior School District. This was discussed with the Commission on Communities of Color, which Witherspoon is a member, and they recommended this as well. The reason mainly being the importance of recognizing this particular federal holiday, and the events that happen on this holiday. The idea is that employees should be able to participate in those events.

Koneczny distributed a chart of City of Superior paid holidays. She also clarified that for Police and Fire Union employees, adding Martin Luther King Day as a paid holiday would have to be negotiated.

Sweeney asked what does it cost the City for Martin Luther King Day, or any holiday, what does it cost the City?

Vito calculated a cost of \$75,000. She said it is not an additional cost to have the holiday, the budget pretty much stays the same. The cost would be a loss of productivity.

Sutherland suggested that the amount could be higher if employees were called in due to a snow event.

Koneczny added that Public Works might be the only group of employees that would be called in to work that wouldn't normally be working that day.

Sweeney asked how many floating holidays do they get?

Koneczny replied that the non-represented, Appendix C employees receive 3 floating holidays.

Sweeney asked if one of those floating holidays could be taken during Martin Luther King Day if they chose to? Yes.

Sweeney said that they could take the day off now if they wanted to, correct? Yes, using vacation or floating holiday hours. He added that if it is costing the City around \$75,000, he would suggest we take one of the floating holidays and put that into Martin Luther King Day.

Koneczny explained that would work for over half of the non-union group. There are 93 in the non-union group that don't have floating holidays.

Sweeney suggested that the committee does not have to settle this today as this request is for 2020. He also suggested maybe eliminating one of the existing holidays to add Martin Luther King Day. He added that a big factor for him would be what the benchmark City's do for Martin Luther King Day.

Mayor replied that the City of Duluth and Duluth School District have Martin Luther King Day off.

Sutherland said that the City's budget is tight, and maybe one of the current 10 holidays could be traded for Martin Luther King Day.

Olson asked who the 93 employees are that do not get floating holidays? Department Heads, Supervisors, Professional, exempt employees, and 4 grandfathered hourly positions.

Mayor pointed out that some of the current holidays, such as Memorial Day and Independence Day, are wide spread community events that there is an expectation that we participate in whether you chose to or not. That is the context that we should look at then. There is some precedent within the City that we do this.

Sweeney requested finding out how many employees have taken a floating holiday for Martin Luther King Day over the last 2-3 years. He did add that this may be a bigger day than just a day off to some people.

Motion by Sweeney, seconded by Sutherland, to table this item until next month when they have more information.

APPROVED

**4) Request to fill positions:**

**A) PT Typist Clerk II – Landfill**

Motion by Sweeney, seconded by Sutherland, to approve the request to fill PT Typist Clerk II-Landfill position.

APPROVED

**B) ESD Maintenance Technician & subsequent vacancies if filled in-house**

Motion by Sutherland, seconded by Sweeney, to approve the request to fill ESD Maintenance Technician and subsequent vacancies if filled in-house.

APPROVED

**5) Approve Revised Policies:**

**A) Salary & Benefits Policy/Handbook: Section 18. Overtime and Compensatory Time  
(Clarify language under Emergency Overtime)**

Motion by Sutherland, seconded by Sweeney, to approve the revised Salary & Benefits Policy/Handbook; Section 18. Overtime and Compensatory Time.

APPROVED

**6) HRC's Informational Review of Handbook, Sections 19 and 20.**

No action required.

- 7) **Receive and File:**  
A) **Monthly Personnel Report for December 2018**

Motion by Sweeney, seconded by Sutherland, to receive and file the Monthly Personnel Report for December 2018.

APPROVED

- 8) **Human Resources Department update.**

No action required.

Ludwig adjourned the meeting at 5:12 pm.