



EMPLOYEE RELATIONS COMMITTEE
MEETING AGENDA
MONDAY, AUGUST 21, 2017, 5:30 P.M.
CITY COUNCIL CHAMBERS
101 WEST 4TH STREET SOUTH

1. Call Meeting to Order
2. Roll Call
3. Approve June 19, 2017 Employee Relations Committee Meeting Minutes
4. Discussion on Department Realignment
5. Motion to Approve Recommendation to Full City Council
6. Adjourn

EMPLOYEE RELATIONS COMMITTEE MEETING MINUTES
MONDAY, JUNE 19, 2017, 5:30 P.M.
CITY COUNCIL CHAMBERS
101 WEST 4TH STREET SOUTH

The Employee Relations Committee Meeting of Newton, Iowa met at 5:30 P.M. on the above date in the Council Chambers located at 101 West 4th Street South. Present: Kulis, Chair and Committee members Mullan and Trotter. Absent: None

Moved by Mullan, seconded by Trotter, to approve the May 24, 2017 Employee Relations Committee Meeting Minutes. AYES: Three. NAYS: None. Motion passed.

City Administrator, Muckler, spoke regarding the proposed changes with the resignation of the Senior Analyst in Administration and staying with the two person team focus on financial tasks. It is felt that a new incoming trainee could be hired in Range 4 with expectations of advancing ranges over a 4 – 5 year period as they take on more responsibilities. The current Financial Assistant in Range 7 would be expected to do all of the training and evaluate the new employees performance. It is recommended that the Financial Assistant be changed to the Finance Officer in Range 8, eliminate the Senior Analyst and hire for a Financial Analyst in Range 4.

Moved by Trotter, seconded by Mullan to recommend the changes to the full council. AYES: Three. NAYS: None. Motion passed.

Moved by Mullan, seconded by Trotter to adjourn the meeting. By unanimous voice vote the meeting adjourned at 5:34 P.M.

Respectfully Submitted by,
Katrina Davis CMC, Newton City Clerk