



**CITY OF STURGEON BAY
PERSONNEL COMMITTEE
Thursday, March 17, 2022
Council Chambers - 421 Michigan Street, Sturgeon Bay
2:00 p.m.**

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Consideration of: Part time Firefighter leave of absence request.
5. Consideration of: Additional Vacation Carryover request from Fire Chief.
6. Convene in closed session in accordance with the following exemption:

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)

Consideration of: Collective bargaining.

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Committee may adjourn in closed session.

7. Adjourn.

Personnel Committee Members:
Dan Williams, Chr.
J. Spencer Gustafson, Vice Chr.
Dennis Statz

Posted:

Date: 3/14/22
Time: 11:15 am
By: SLR

EXECUTIVE SUMMARY


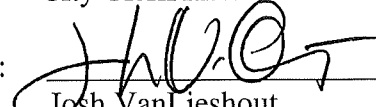
TITLE: Part-Time Firefighter Leave of Absence Request

BACKGROUND: Sturgeon Bay Fire Chief has received a request for a temporary leave of absence from Sturgeon Bay Fire Department by PT-FF Bogdan. FF Savenko has been with the fire department since June 2019 and has not requested any other leave of absence.

Per City policy FF Savenko has requested a temporary leave of absence starting Monday March 21, 2022 until May 31, 2022 for the purpose of assisting in the humanitarian efforts in his home country of Ukraine where his family currently resides. FF Savenko will remain on the fire department roster and all benefits will be placed on hold until his return. During his leave he will not be charged with any missed calls.

RECOMMENDATION:

Recommend the Personnel Committee follow Fire Chief Tim Dietman's recommendation to approve the temporary leave of absence for PT FF Bogdan Savenko until May 31, 2022.

PREPARED BY:	 _____ Tim Dietman Fire Chief	<u>3/14/22</u> Date
REVIEWED BY:	 _____ Stephanie Reinhardt City Clerk/HR Director	<u>3/14/22</u> Date
APPROVED BY:	 _____ Josh VanLieshout City Administrator	<u>3/14/22</u> Date


EXECUTIVE SUMMARY

TITLE: Fire Chief additional vacation carry-over


BACKGROUND: City policy regarding vacation and carryover allows for 40 hours of carry over at your anniversary date. Previously, vacation was accrued and open carryover allowed with approval from your supervisor. When the policy was modified it allowed for all past accrued carryover to be used by December 2021. In 2021 all of my carryover was used during 2 extended medical procedures without using any current vacation. Due to existing work load and inability to use all vacation above the allowed 40 hours of carry over by my anniversary date of April 05, I am requesting a one-time allowance to carry over an additional 70.5 hours above the allowable limit. I ask for the carryover of the 70.5 hours to be allowed and with the requirement that it shall be used in its entirety by no later the June 30, 2022 or it shall be forfeited.

RECOMMENDATION:

Approve the one-time allowance for additional carryover of 70.5 hours to be used by June 30, 2022 or it shall be forfeited.

PREPARED BY:  _____ Date 3/14/22
Tim Dietman
Fire Chief

REVIEWED BY:  _____ Date 3/14/22
Stephanie Reinhardt
City Clerk/HR Director

APPROVED BY:  _____ Date 3/14/22
Josh VanLieshout
City Administrator