

****All present are expected to conduct themselves in accordance with our City's Core Values****



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal, Corporation, or Sub-unit thereof.

Meeting of the:	Human Resources Committee
Date/Time:	Monday, August 14, 2023 at 4:45 PM
Location:	City Hall (407 Grant Street) – Council Chambers – 1 st Floor
Members:	Becky McElhaney (C), Gary Gisselman, Dawn Herbst, Tom Kilian, Michael Martens

AGENDA ITEMS FOR CONSIDERATION

- 1) Approval of June 12, 2023 Minutes.
- 2) Human Resources Report for July 2023.
- 3) Discussion and Possible Action Approving Police Department Supervisor Compression Adjustment and Permanent Correction.
- 4) **Closed Session** pursuant to 19/85 (1)(f) Considering financial, medical, social or personal histories of specific persons which, if discussed in public, would likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data for the purpose of considering leave of absence requests exceeding 30 days for one employee.
- 5) Reconvene into **Open Session**.
- 6) Discussion and Possible Action on Closed Session Item #4 Approving Leave of Absence Request.
- 7) Adjournment.

Members of the public who do not wish to appear in person may view the meeting live over the internet on the City of Wausau's YouTube Channel <https://tinyurl.com/WausauCityCouncil>, or live by cable TV, Channel 981. Any person wishing to offer public comment who does not appear in person to do so, may e-mail james.henderson@ci.wausau.wi.us with "Human Resources Committee public comment" in the subject line prior to the meeting start. All public comment, either by e-mail or in person, if agendized, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 8/09/2022 at 12:00 PM

Questions regarding this agenda may be directed to the Human Resources Office at (715) 261-6630.

It is anticipated that each item listed on the agenda may be discussed, referred, or acted upon unless it is noted in the specific agenda item that no action is contemplated. It is possible that members of, and possibly a quorum of members of other committees of the Common Council of the City of Wausau may be in attendance at the above mentioned meeting to gather information. **No action will be taken by any such group at the above mentioned meeting other than the committee specifically referred to in this notice.**

"In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call Human Resources at (715) 261-6630 or the City's ADA Coordinator at (715) 261-6620 or e-mail clerk@ci.wausau.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation."

Other Distribution: Alderpersons, Mayor, Department Heads, Union Presidents.

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: June 12, 2023, at 4:45 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Becky McElhaney, Gary Gisselman, Dawn Herbst, Tom Killian, Michael Martens
MEMBERS ABSENT:
Also Present: Mayor Rosenberg, J. Henderson

Approval of May 8, 2023 Minutes.

Motion by Herbst to approve the May 8, 2023 Human Resources Committee Meeting minutes. Second by Killian. No questions or discussion. All ayes. Motion passes 5-0.

Human Resources Report for May.

No questions were brought forward by the Committee.

Discussion and Possible Action Amending Employee Handbook Section 8.06 – Use of Sick Leave.

Henderson said that some concerns have come up about the sick leave policy being applied consistently for situations related to use for an employee's children or spouse, and wanted to include "transporting a spouse to doctor's appointments and caring for a sick child" within the language.

Gisselman asked if the wording could be changed from transporting to accompany to appointments. Henderson agreed to the change of wording.

Motion by Gisselman to approve amending Employee Handbook Section 8.06 – Use of Sick Leave to include accompanying an immediate family member to doctor's appointments and care for sick children in their household in case of an emergency. Second by Killian. All ayes. Motion passed 5-0.

Discussion and Possible Action Creating a Communications Officer Position (1 FTE).

McElhaney indicated that she had several requests for public comment that would be heard first.

Joanne Leonard of Wausau spoke against the creation of the position due to added cost to the City and believes that the responsibilities of communication should fall on the mayor with the assistance of the department heads.

Lou Larson, Alderperson of Wausau District 10, spoke against the Communications Officer position and believes the City should be talking about an Administrator or City Manager position.

Henderson said that he has worked in municipalities that have had communications positions and they are meant to provide one voice to the community.

Mayor Rosenberg said she began working on this position awhile back due to the outreach from media to department heads and uncertainty of who is responding to the inquiries. Rosenberg said a media

email address has been created but it has not solved the issue. Rosenberg believes that a Communications Officer would provide better response to the media and community, could take over the newsletter, communications for issues, road closures, internal communications, communications in a variety of formats, and the new City website.

Martens said that the Communications Officer position is a good idea for effective communication across the organization, but the position should also address crisis communications, which is not listed in the responsibilities, and he would like to see this included.

Herbst asked what the difference is between a City Administrator and a communications person. Henderson said that a City Administrator refers to the form of government, and a communications person has nothing to do with the running of the City, but rather communicates the City's message.

Killian said that he received feedback from citizens with concerns about the budget and priorities, and believes that what is needed is a focus on public policy response that could be addressed with current staff. Killian gave examples of areas he feels could be improved with current staff and better supervisory oversight of department heads, which he feels has been lacking for decades. Killian ended by saying that he will not support this position.

Gisselman asked if the position was in the 2023 budget. Henderson said that this is just for the creation of the position, not the funding of the position. Gisselman asked why the position was coming before them. Rosenberg said that the position is being brought forward for consideration and if approved by the HR Committee, then it would be determined if it would be funded.

McElhaney said that she has also received a large amount of response from citizens regarding this position that has been negative. McElhaney believes that citizens are not necessarily against adding new positions, but rather they are asking how the position will impact them and do not see the value in it and how it can help their lives. McElhaney said that she does not feel comfortable moving forward with this until it has been vetted more.

Troy Krezine, IT Manager, spoke on behalf of the C-CIT. Krezine shared that the City and County are in the process of changing websites, and that C-CIT could no longer provide a website that meets the needs for the City and County. The City has had two employees involved in the set up and management of the new website as part of their additional duties. Krezine said that having an employee dedicated to the website management would be a benefit to the City and its citizens, as C-CIT will no longer be involved in website management for the City. Krezine ended by saying that C-CIT feels the position would bring value to the City of Wausau.

Liz Brodek, Development Director, said that her department receives a lot of requests for information from the media and would appreciate a central point of contact that could pull all information together and respond. Brodek said that she understands residents asking how they benefit from this position, and feels that knowing what is going on in the City enhances quality of life. Brodek said that department heads are specialized in their area of expertise, not in communication, and having clear, concise, consistent communication would be valuable. Brodek went on to say that she believes good communication shapes what a community looks like and helps with the image that is projected to the rest of the world, and could help Wausau become more attractive as a place to live. Brodek said that

a lot of cities of the same size and of cities that Wausau aspires to be like have communication positions.

Killian said that the IT piece could be looked at in the future as it seems to be a technical need, whereas the request for someone to put out press releases is not necessary. Killian went on to talk about his history with Wausau and the desire to not have Wausau compared to other cities or aspire for Wausau to be like other cities, but rather be proud of the city we live in.

Doug Diny, Alderperson for Wausau District 4, said he did not see the urgency in the creation of the position and would like for it to be considered as part of the 2024 budget. McElhaney clarified that the position was to be created in the HR Committee and would proceed to the Finance Committee for inclusion in the 2024 budget.

Martens asked what would happen if the committee votes to approve or reject the creation of the position moving forward. Rosenberg said she was bringing this forward now because of the discussion earlier in the year about a position that was funded as an amendment in the 2023 budget before it was approved by the HR Committee. Further discussion took place as to what would happen if the committee approved or rejected the creation of the position and other options. Martens said that he thinks the position is worth considering and talk about more.

Killian said that the item should be voted on at this meeting since it was brought forward and did not want to delay or table it to another meeting.

Motion by Killian to approve the creation of the Communications Officer position. Second by Gisselman. McElhaney asked if anyone wanted to amend the motion. Gisselman said he would not be supporting the position as written. Herbst asked if amending the motion would allow it to be brought back to other meetings for further discussion. City Attorney Anne Jacobson provided the committee with its options. Herbst said that although she is in favor of the position she cannot vote to approve it at this time in light of the water and sewer increases. Vote 1-4 (Gisselman, Herbst, Killian, and McElhaney were the dissenting votes). Motion failed.

Adjournment.

Motion by Herbst to adjourn. Second by Killian. Meeting was adjourned.

Rebecca McElhaney
Human Resources Committee, Chair

Video available: <https://www.youtube.com/watch?v=k628oDstnSo>

**HR PERFORMANCE REPORT****Core Services*****Classification & Compensation*****Open Reclassification Requests**

Current Job Position	Current Salary Range	Requested Job Position	Requested Salary Range	Request Date
Transit Operations Manager	\$59,467.20 to \$89,252.80	Deputy Transit Director	\$65,998.40 to \$99,049.60	5/8/2023
Admin IV DPW	\$50,648.00 to \$70,928.20	Office Manager DPW	\$50,648.00 to \$70,928.20	5/8/2023
Admin III Fire	\$43,846.40 to \$61,401.60	Admin Analyst	\$50,648.00 to \$70,928.20	5/8/2023
Admin I CDA	\$37,835.20 to \$52,956.80	Admin II	\$40,851.20 to \$57,179.20	5/8/2023
Occupancy Specialist CDA	\$40,851.20 to \$57,179.20	Occupancy Specialist CDA	\$43,846.40 to \$61,401.60	5/8/2023
Admin I	\$37,835.20 to \$52,956.80	Assessment Tech	\$40,851.20 to \$57,179.20	5/8/2023
Building Maintenance Tech		Building Maintenance Tech	\$37,835.20 to \$52,956.80	5/19/2023

Completed Reclassification Requests

Original Job Position/Salary Range	Requested Job Position/Salary Range	Approved Job Position/Salary Range	Request Date	Council Approval Date
Transit Operations Manager	\$65,998.40 to \$99,049.60	\$65,998.40 to \$99,049.60	5/8/2023	6/13/2023
Admin IV DPW	\$50,648.00 to \$70,928.20	\$50,648.00 to \$70,928.20	5/8/2023	6/13/2023
Admin III Fire	\$50,648.00 to \$70,928.20	\$50,648.00 to \$70,928.20	5/8/2023	6/13/2023
Admin I CDA	\$40,851.20 to \$57,179.20	\$40,851.20 to \$57,179.20	5/8/2023	6/13/2023
Occupancy Specialist CDA	\$43,846.40 to \$61,401.60	\$43,846.40 to \$61,401.60	5/8/2023	6/13/2023
Admin I	\$40,851.20 to \$57,179.20	\$40,851.20 to \$57,179.20	5/8/2023	6/13/2023
Building Maintenance Tech	\$37,835.20 to \$52,956.80	\$37,835.20 to \$52,956.80	5/19/2023	6/13/2023

Employee Benefits**Family Medical Leave (YTD)**

Requests Received	Approved	Pending	Denied/Canceled
62	48	2	12

**HR PERFORMANCE REPORT****FMLA Denial Reasons**

Paperwork not returned	Insufficient years of service/hours	Condition does not qualify	Canceled
10		1	1

Workers Compensation (YTD)

Number of Claims	Lost Time	Medical Only
22	4	18

Recordable (YTD)

Department	Nature	Medical/Indemnity	Open/Closed	Date of Injury
Police	Hand	Medical	Open	01/17/23
Police	Privacy Case	Medical	Closed	02/18/23
DPW	Head & Elbows	Medical	Closed	02/25/23
Police	Animal Bite	Medical	Closed	03/08/23
Police	Animal Bite	Medical	Closed	03/08/23
DPW	Hand cut	Medical	Closed	03/08/23
Police	Hand Sprain	Medical	Open	03/16/23
Fire	Back injury	Indemnity	Closed	03/22/23
Water	Object to face	Medical	Open	04/14/23
Fire	Ankle	Medical	Open	04/14/23
Fire	Cut to thumb	Medical	Closed	04/17/23
Fire	Privacy Case	Medical	Open	04/18/23
Fire	Privacy Case	Medical	Open	04/18/23
Police	Privacy Case	Medical	Open	04/29/23
Police	Ear injury	Medical	Closed	04/30/23
DPW	Finger injury	Indemnity	Open	05/09/23
Police	Knee injury	Indemnity	Open	05/14/23
Fire	Back	Indemnity	Closed	05/26/23
Water	Eye	Medical	Open	06/02/23
Police	Hand	Medical	Open	06/05/23
Police	Finger	Medical	Open	06/14/23
Police	Leg	Medical	Open	07/25/23

**HR PERFORMANCE REPORT**

Open Cases from previous years

Department	Nature	Medical/Indemnity	Open/Closed	Date of Injury
WW	Multiple Body Parts	Indemnity	Open	02/10/22
Fire	Back	Indemnity	Open	01/26/21
WW	Multiple body parts	Indemnity	Open	09/13/19
WW	Multiple body parts	Indemnity	Reopened	02/07/17

Employee and Labor Relations

Grievances (YTD)

Number of Grievances	Open Grievances	Closed Grievances	ATU (Metro) Grievances	WPPA (Police) Grievances	WFA (Fire) Grievances
1	1		1		
1	0	1		1	

Open Grievances

Employee Name	Union	Issue	Date Filed	Status
Andrew Eberhardy	ATU	Verbal warning for failure to announce transfer corners, stops and ADA locations	3/22/22	Denied at Step 1
Scott Burton	ATU	Movement through pay scale	2/16/2023	At step 3
Multiple Employees	WPPA	OT Pay	4/1/2023	Step 1

Closed Grievances

Employee Name	Union	Issue	Date Filed	Status

Recruitment & Selection

**HR PERFORMANCE REPORT****New Hires**

Employee Name	Department	Job Title	Hire Date	Separation Date
Lacy Rodemeier	Community Dev. Authority	Administrative Assistant I	1/03	
Daniel Landwehr	Public Works	Street Maintainer	1/10	5/26
Samuel Reyes	Police	Police Officer	1/20	
Joshua Bergquist	Police	Police Officer	1/20	
Douglas Frick	Police	Police Officer	1/20	
John Shoemaker	Police	Police Officer	1/20	
Fong Moua	Police	Police Officer	1/23	
Samuel Butcher	Metro Ride	Bus Operator II	2/06	2/28
Jon Hanson	Metro Ride	Bus Operator II	2/06	2/10
Zachery Ihle	Fire	Firefighter/Paramedic	2/06	
Joshua Koll	Fire	Firefighter/Paramedic	2/06	
Derrick Krueger	Fire	Firefighter/Paramedic	2/06	
Benjamin Springob	Fire	Firefighter/Paramedic	2/06	
Koua Xiong	Fire	Firefighter/Paramedic	2/06	
Dylan Shifflett	Fire	Firefighter/Paramedic	2/06	
James Brockman	Fire	Firefighter/Paramedic	2/10	
Ethan Cordova	Fire	Firefighter/Paramedic	2/10	
Ashley Sakis	Fire	Firefighter/Paramedic	2/10	
Sybil Schuenke	Metro Ride	Bus Operator II	2/20	2/21
Thomas Rice	Metro Ride	Bus Operator II	3/06	
Matthew Rosenbloom-Jones	Metro Ride	Transit Director	3/20	
Stacey Severson-Denfeld	Assessment	Property Appraiser	3/20	
Gary Kmiecik	Assessment	Property Appraiser	4/17	
Katherine Breintenfeld	Finance	Accountant – Revenue	4/24	
Jason Schill	Sewer	Wastewater Plant Operations Tech	5/01	
Nolan Bouffleur	Fire	Firefighter/Paramedic	5/08	
John Lauer	Fire	Firefighter/Paramedic	5/08	
Nick Bradfish	DPW	Street Maintainer	5/08	

**HR PERFORMANCE REPORT**

Employee Name	Department	Job Title	Hire Date	Separation Date
Austin Cantrell	DPW	Municipal Fleet Technician	5/08	
Benn Her	Sewer	Collection System Technician	5/15	
Kylie Marchel	Police	Law Enforcement Computer Tech	5/15	
Tad Pike	Police	Police Officer	5/15	
Austin Trinko	Sewer	Wastewater Plant Operations Tech	5/30	
David Wilke	Water	Water Plant Operation Tech	5/30	
Evan Garski	Inspections	Property Inspector	5/31	
Jeevinmathu Chandra	Public Works	Municipal Fleet Technician	6/12	
Yvonne Scheffler	Metro Ride	Administrative Assistant III	6/26	
Mitchell Pempek	Water	Water Distribution Maintainer	6/26	
Kody Hart	Finance	Deputy City Clerk	7/10	
Teri Smith	Public Works	Fleet Analyst	7/10	
Sandra Rutheford	Finance	Administrative Assistant III	7/10	
Julie Vang	Finance	Administrative Assistant III	7/17	
Ryan Baker-Ortiz	Metro Ride	Bus Operator I	7/17	

Separations YTD

Total Number of Separations	Resignations	Retirements	Terminations
36	22	13	1

Separations by Department for 2023 YTD

Assessment – 2	Clerk/Finance – 3	Fire – 2	Inspections - 2
Metro Ride - 9	Police - 8	Wastewater – 3	Attorney's - 1
Public Works – 3	Parking Ramps - 1	Water - 2	

**HR PERFORMANCE REPORT****Promotions/Transfers**

Employee Name	Old Job Position	New Job Position	Previous Incumbent	Effective Date
Alfred Buch	Firefighter/Paramedic	Engineer	William Resch	1/1
Lea Wilde	Admin Asst III (Finance)	Admin Asst II (Inspections)	Denise Pody	1/20
Nathaniel Stetzer	Detective	Patrol Lieutenant	Cord Buckner	1/20
Bradley Wendtland	Plant Maintenance Mechanic	Wastewater Plant Operations Supervisor	Pat Van Ouse	2/05
Christopher Savickis	Equipment Services Mechanic	Senior Equipment Services Mechanic	Aaron Moss	2/05
Peggy Steinke	Payroll Coordinator	Accountant (Payroll)	(reclass – n/a)	2/05
Travis Lepinski	Property Inspector	Building Inspector	Richard Greffe	3/19
Floyd Smith	Water Maintainer/Relief Operator	Water Plant Technician	(underfill)	5/01
Benjamin Thumann	Police Officer	Detective	Nathaniel Stetzer	5/15
Christopher Wright	Water Distribution Maintainer	Water Maintainer/Relief Operator	Floyd Smith	6/11
Zackery Fleming	Street Maintainer	Equipment Operator	Robert Hoffman	6/11
Kevin Brown	Parking Cashier	Utility Worker – Metro Ride	Scott Burton	6/26
Justin Hermsen	Municipal Fleet Technician	Senior Municipal Fleet Technician	Aaron Moss	7/02
Joseph Toboyek	Utility Worker – DPW	Street Maintainer	Zackery Fleming	7/30

Active Recruitments

Job Title	# of Vacancies	Date Vacant	Status
Administrative Assistant III – Inspections	1	8/03	Closes 8/04
Building Maintenance Technician	1.5	New Positions	Closed 7/10
Bus Operator I (PT)	3		On-going
Bus Mechanic I	1	1/31	Reposted – Closes 8/15
Fire Chief	1	12/15	Closes 8/07
Municipal Fleet Technician	1	7/1	Reposted – Closes 8/10
Police Chief	1	9/01	Closes 8/01
Police Officer	3	6/10, 7/21, 1/10/24	In Process
Transit Operations Supervisor	1	7/20	Closes 8/13
Utility Worker – DPW	1	7/30	Closes 8/10
Water Distribution Maintainer	1	6/11	Reposted – Closes 8/13

**HR PERFORMANCE REPORT****Vacant Positions (Not Being Recruited at this time)**

Job Title	Number of Vacancies	Date Vacant	Status
Parking Control Specialist	1	7/08	Job Requisition Needed from Department to Start Recruitment.

Vacation Accrual Exceptions

Employee Name	Current Accrual Maximum Cap	Cap Waived Until (Date)	Reason for Waiver
MaryAnne Groat		12/31/24	ERP project needs
Peggy Steinke		12/31/24	ERP project needs
Jennifer Norton		12/31/24	ERP project needs
Jennifer Kannenberg		12/31/24	ERP project needs
Anne Keenan		12/31/24	ERP Project needs
Rick Rubow		12/31/24	Staffing Issues

Handbook Modifications

Section Modified	Modification	Date
2.01 Employee Conduct and Work Rules & 2.04 Personal Appearance	Granted an additional 10-minute paid break when possible to employees whose work stations don't allow for the removal of a face covering.	8/3/20
2.06 Solicitation	The City may raffle off up to 2 days of vacation based on participation in the United Way campaign. (Note: Union employees are not eligible for this incentive without an MOU).	8/4/20
5.15 Standby Pay	One additional employee per division may be added to the Standby schedule when necessary. This exception should last no more than 3 months but may be extended at the recommendation of the Department Director with approval by Finance and Human Resources.	8/24/20



HR PERFORMANCE REPORT

5.02 Compensation Plan Administration	Update maximum base-building Discretionary Performance Incentive from 4% to 4.5%, to align with current pay step structure.	10/1/20
8.03 Personal Holidays	Clarify current practice that personal holidays must be used in the calendar year they are received	10/13/20
4.07 Protected Service Employees	Police Officers who do not accept employment as a sworn law enforcement officer within 12 months of voluntarily separating from employment will not be required to repay for the City's costs of pre-employment process.	03/08/22
2.04 Personal Appearance	Added casual attire for all days with the exception when schedules call for traditional attire. Added language for religious accommodation.	05/23/22
8.04 Vacation	Add The Mayor may, at his/her discretion, grant temporary exceptions to the maximum vacation accumulation limits. However, the limits approved by Council shall still apply to any vacation payouts upon separation.	6/8/22
4.06 Separation of Employment	At time of voluntary retirement employees who subsequently leave the employ of the City, upon giving a six (6) month written notice to the Human Resources Department and applied for retirement under WRS, shall receive a payment of \$2000.00 (subject to payroll tax and deductions allowed by law) on final payroll. Employees who change their separation date, will have the six (6) month timeframe restart from the new notice date. No time from first notice to next notice will be credited. Rehired retiree's do not qualify for this payment.	07/12/22
4.07 Protected Service Employees Repayment Commitment	Add repayment of all costs associated with the Paramedic Certificate program if an employee resigns within three years of hire.	10/10/22
5.19 Tuition Reimbursement	Added clarification of Satisfactory completion to be defined as a grade of "C" or higher.	2/13/23
8.08 General Leaves of Absences	Requires all available leave be taken before taking leave without pay	2/13/2023
4.01 Employment Categories	Differentiates seasonal from temporary employment category	2/13/2023

Human Resource Committee Packet

August 2023

Agenda Item
Request Human Resources Committee to discuss a long term solution to Police Department Supervisor compression
Background
– Compression in the police wage scale was addressed by the City Council in 2016, 2019, 2020, and 2021. Because of 2023 promotions and the placement in the wage scale, compression again exists between our Detectives and Police Lieutenants. Historically, the City has maintained a 5% differentiation between line staff and supervisors. Another point of concern is a comparison to local law enforcement agencies supervisory pay. Analyzing first line supervisor pay for 2024, Wausau PD supervisors maximum pay is on par with starting pay for both Marathon County Sheriff's Office and Everest Metro Police Department. An analysis of Captain pay for Marathon County Sheriff's Office and Everest Metro Police Department indicates our Captains make less money and have significantly less earning potential because our pay scale maximum is \$17,000 less annually. Please see attached memo.
Fiscal Impact
Around \$70,000
Staff Recommendation
Discuss and possible action on Police Department Supervisor compression.
Staff contact: James Henderson (715-261-6634)



Wausau Police Department

515 Grand Ave

Wausau, WI 54403

Ph. 715-261-7800

July 18, 2023

Re: Police Compression Adjustment and Permanent Correction

Summary – The Police Department continues to have pay compression issues at various levels of the department. Over the last four years, the City Council has approved three compression increases to supervisors. There is again compression between unionized Detectives and non-unionized police lieutenants. In addition, our police supervisors are lower in pay to comparable agencies. I am recommending a permanent fix to this ongoing pay compression issue through adoption of an amended pay matrix for police supervisors. The approximate cost to implement this recommendation in 2024 is between \$48,399 and \$71,740. If an internal candidate is promoted to Chief of Police, the 2024 cost is \$48,399. If an external candidate is promoted to Chief of Police, the 2024 cost is \$71,740.

Background – Compression in the police wage scale was addressed by the City Council in 2016, 2019, 2020, and 2021. Because of 2023 promotions and the placement in the wage scale, compression again exists between our Detectives and Police Lieutenants. Historically, the City has maintained a 5% differentiation between line staff and supervisors. Another point of concern is a comparison to local law enforcement agencies supervisory pay. Analyzing first line supervisor pay for 2024, Wausau PD supervisors maximum pay is on par with starting pay for both Marathon County Sheriff's Office and Everest Metro Police Department. An analysis of Captain pay for Marathon County Sheriff's Office and Everest Metro Police Department indicates our Captains make less money and have significantly less earning potential because our pay scale maximum is \$17,000 less annually.

Analysis – Since 2016, the Wausau Police Department non-union, supervisory staff has been compressed with pay. For the 5th time since 2016, compression exists between our line staff and supervisory staff. When officers are promoted into supervisory ranks, their pay is adjusted to be 5% above a current Detective pay rate to avoid compression. This results in supervisors being placed very high in their current pay grade with little room for growth. For example, the most recent employee promoted to Lieutenant took that position in January, 2023. He was placed into step 16 of the pay grade. This would result in max pay after just 5 years as a supervisor. All the other Lieutenants are within 2 years of max pay.

This recommendation is being made to permanently address the ongoing pay compression issues and also to maintain competitive pay rates for our supervisory staff with other local law enforcement agencies. This recommendation also keeps the maximum pay of each pay grade within 1 – 1.5 pay grades of the current pay grade matrix that was adopted by City Council after the wage study. By accepting this modified pay schedule for police supervisors and adjusting it annually as needed to avoid compression, the compression issue will be permanently resolved. In addition, we will provide our supervisory staff with more competitive pay.

Benjamin Bliven
Chief

Matthew Barnes
Deputy Chief

Todd Baeten
Patrol Captain

Benjamin Graham
Detective Captain

Melinda Pauls
Administrative Captain



Wausau Police Department

515 Grand Ave

Wausau, WI 54403

Ph. 715-261-7800

Recommended Pay Scale –

	7/1/2023	5% above Detective
Lieutenant 1	\$40.83	\$84,926.40
Lieutenant 2	\$41.44	\$86,195.20
Lieutenant 3	\$42.05	\$87,464.00
Lieutenant 4	\$42.68	\$88,774.40
Lieutenant 5	\$43.32	\$90,106.02
Lieutenant 6	\$43.97	\$91,457.61
Lieutenant 7	\$44.63	\$92,829.47
Lieutenant 8	\$45.30	\$94,221.91
Lieutenant Max	\$45.98	\$95,635.24
5% above LT Max		
Captain 1	\$48.28	\$100,417.00
Captain 2	\$49.00	\$101,923.26
Captain 3	\$49.74	\$103,452.11
Captain 4	\$50.48	\$105,003.89
Captain 5	\$51.24	\$106,578.95
Captain 6	\$52.01	\$108,177.63
Captain Max	\$52.79	\$109,800.30
5% above Capt Max		
Deputy Chief 1	\$55.43	\$115,290.31
Deputy Chief 2	\$56.26	\$117,019.67
Deputy Chief 3	\$57.10	\$118,774.96
Deputy Chief 4	\$57.96	\$120,556.58
Deputy Chief 5	\$58.83	\$122,364.93
Deputy Chief 6	\$59.71	\$124,200.41
Deputy Chief Max	\$60.61	\$126,063.41
5% above DC Max		
Chief 1	\$63.64	\$132,366.58
Chief 2	\$64.59	\$134,352.08
Chief 3	\$65.56	\$136,367.36
Chief 4	\$66.54	\$138,412.87
Chief 5	\$67.54	\$140,489.07
Chief 6	\$68.56	\$142,596.40
Chief Max	\$69.58	\$144,735.35

Benjamin Bliven
Chief

Matthew Barnes
Deputy Chief

Todd Baeten
Patrol Captain

Benjamin Graham
Detective Captain

Melinda Pauls
Administrative Captain



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Discussion – In the recommended pay scale, there are 9 steps for Lieutenants and 7 steps for Captain, Deputy Chief and Chief. The nine steps for lieutenants provides two more years for growth in a position that typically has longer tenured staff. The current lieutenant with the most longevity in grade has been a lieutenant for 21 years. He has been redlined for many years. All of the intervals in each recommended pay grade are 1.5% to mimic the city's current salary matrix for those over midpoint. The separation between position levels is 5% which accounts for the city's historical position on compression.

Implementation – The recommended implementation date for the new pay matrix is the first pay period of 2024. At that time, we will have our two most senior lieutenants retiring. They will be replaced by newly promoted lieutenants who would be placed at the "Lieutenant 1" pay. In addition, if there is an internal selection to be the new Chief of Police, there could be upward movement into each position. This would result in a reduced cost implementation.

Cost to Implement – The total salary cost to implement in 2024 if an external Chief of Police is selected is \$71,740. If an internal candidate is selected as Chief of Police, the cost would be reduced to a total salary cost to implement in 2024 is \$48,399 as a result of positions below the Chief beginning in the 1st step of their respective salary grade.

Conclusion – The compression issue has continued to be a difficult one to resolve. Officers regularly discuss the pay compression and lack of competitive pay in compared to peer agencies as reasons they are considering leaving the agency or not seeking promotional opportunities. This issue has lingered far too long and needs resolution. I recommend the adoption of this pay scale for police supervisors.

Thank You,

Benjamin K. Bliven

Benjamin Bliven
Chief

Matthew Barnes
Deputy Chief

Todd Baeten
Patrol Captain

Benjamin Graham
Detective Captain

Melinda Pauls
Administrative Captain