

A Regular Meeting of the Troy Personnel Board was held April 5, 2010, at City Hall, 500 W. Big Beaver Road. Chair Nelson called the meeting to order at 7:35 AM.

**ROLL CALL:**

**PRESENT:** Member Deborah L. Baughman  
Member Ann M. Comiskey  
Member Laurie G. Huber  
Chair Albert T. Nelson, Jr.  
Member Francis (Jack) Witt, III

**ABSENT:** None

**ALSO PRESENT:** A. John Szerlag, City Manager  
John M. Lamerato, Assistant City Manager, Finance  
Mark Miller, Acting Assistant City Manager, Economic Dev. Services  
Peggy E. Sears, Human Resources Director  
Tonni L. Bartholomew, City Clerk  
Jeanette Menig, Human Resources Specialist  
Greg Schultz, Roumell and Lange, PC (City Labor Attorney)

**Approval of Minutes of July 2, 2008**

Resolution PB-#2010-04-001  
Moved by Huber  
Seconded by Baughman

RESOLVED, That the Personnel Board hereby **APPROVES** the minutes of July 2, 2008 as presented.

Yes: All 5  
No: None

MOTION CARRIED.

**Old Business:** None

**New Business:**

**Proposed Revisions to Personnel Rules**

Human Resources Director Sears gave an overview of the amendments to the Proposed Revisions to the Personnel Rules. She explained that the amendments are: to provide more flexibility during layoffs which will occur during the reorganization downsizing, and elimination of city services, eliminate the 7<sup>th</sup> day overtime provision, and clarify the conditions under which an employee can transfer to a different department.

Member Baughman questioned if the Library will be going to a 55 hour work week.

Assistant City Manager Lamerato noted the Budget document, prepared by City staff for City Council approval, takes into consideration the implementation of Option 1, and does show a library staffing reduction this upcoming budget year.

City Manager Szerlag specifically noted that Rules were modified due to the streamlining of City government. Current policy states all part-time employees must be laid off prior to the laying off of full-time employees. The proposed amendments will allow the city flexibility in continuing part-time positions as part of the operations while still eliminating full-time personnel in the areas being privatized, consolidated or eliminated.

Member Witt indicated that this will give the city flexibility to retain some of the full-time if they elect to fill the part-time positions.

Chairman Nelson questioned if the level of service of the library would be affected if their hours are being reduced to 55.

Ms. Sears indicated that there will definitely be an impact on the level of service.

Mr. Lamerato stated that as part of the Budget approval process, Council will formalize the recommendations presented by staff. He explained the process associated with Option 1 of the reorganization of the City of Troy.

Mr. Szerlag stated that there will be radical changes in how city government will operate. He noted that he is looking at every department for the possibility of consolidation, privatization. He indicated that an agreement to privatization of the entire Building Department is scheduled on tonight's City Council Agenda. The Agreement provides for the total elimination of the department.

Member Huber questioned if seniority is a consideration in the Rules.

Ms. Sears stated that seniority and qualifications are taken into consideration but only after it is determined which positions or functions are being eliminated.

Member Witt had three suggested modifications under VIII LAYOFFS AND RECALL:

- c. Insert the word "reasonably" after "When qualifications and documented performance are" in the second sentence. Additionally, at the end of the third sentence to add a semi-colon and "in which case, those with lesser skills, knowledge, and ability shall be first subject to layoff" after the semi-colon
- f. Move the first word "Eligible" after "employees" and insert "to retire". The item will read as "Employees eligible to retire..."

Member Baughman suggested an additional amendment to:

- e. Insert the word "pay" after "severance".

**Vote on Proposed Revisions to Personnel Rules**

PB-2010-04-002  
Moved by Witt  
Seconded by Huber

RESOLVED, That the Personnel Board hereby **APPROVES** the proposed language revision recommendations in the Personnel Rules, as modified.

Yes: All 5  
No: None

MOTION CARRIED.

**Adjournment:**

The meeting **ADJOURNED** at 7:54 AM.

 *as expected*  
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Deborah L. Baughman, Board Member

  
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M. Aileen Bittner, City Clerk