

AGENDA FOR A PERSONNEL COMMITTEE
MEETING FOR TUESDAY, DECEMBER 11, 2018
6:00 PM, EXECUTIVE CONFERENCE ROOM
SECOND FLOOR, MUNICIPAL BUILDING

(Councilmen Mercer, Barber, Stanley, and Carpenter)

- I. CALL TO ORDER – Councilwoman Sharon Kuhl, Chairman
- II. ROLL CALL
- III. MINUTES – meeting held October 2, 2018
- IV. NEW BUSINESS
 1. Discussion to eliminate the Code Technician position, and combine those duties with the Assistant Zoning Administrator's position.
 2. Resolution establishing a Physical Fitness Incentive Program for police officers.
- V. ADJOURNMENT

The Personnel Committee of City Council met Tuesday, October 2, 2018 at 6:30 PM in the Meeks conference room on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

The meeting was called to order by Chairman, Councilwoman Sharon Kuhl, who presided over the meeting. Members attending included Councilmen Bob Mercer, Eric Barber, Zach Stanley, JR Carpenter and Sharon Kuhl.

Others attending included Mayor Tom Joyce, Eric Jiles, Everett Shears, Sondi Wallace, Chief Matthews, Rickie Yeager, Joe Santer, Chief Martin, Angie Smith, Dave McCrady, John Reed, Jeff Fox, and Mike Reynolds.

MINUTES – Mr. Barber moved, seconded by Mr. Mercer, to approve the minutes from the meeting held May 9, 2018, and the motion was adopted by unanimous vote.

INCREASE FOR POLICE OFFICERS

Mayor Tom Joyce distributed pay rate information from 23 other cities or agencies that shows the starting rate, the rate in one year, ten years, then any longevity amount and/or other raises. Parkersburg was 5th from the bottom of the list for the starting rate.

The Mayor is proposing an increase of \$1.83 per hour for officers, sergeants, lieutenants, and captains; with college incentive of \$312.00, \$624.00 and \$936.00 per year. He said that he had discussed these rates with Chief Martin, and at the request of some members of Council. He said they gathered data and he encourages them to understand that we are under a time crunch to get officers in the academy in January. We have seen 16 officers leave – nine to other law enforcement agencies. He is concerned that we will be in a critical or catastrophic situation in the future. Recent action by the Wood County Sheriff's Office to increase their wages may mean we will lose more.

The entry level test is scheduled for October 20, 2018 and that will be the last test before January. Two more men plan to retire in April 2019, and that will make seven vacancies. If we get officers in the April academy, it will be Christmas 2019 before they are fully trained, Chief Martin stated. Some of our men now have had 40 hours sick leave because of too much overtime, and they are worn out. He has disapproved vacation requests because of lack of staff.

It is very competitive to get into the academy, but Chief Martin said we have a good relationship with them. There is a trend for police officers to be demonized, and that adds to the lack of interest in becoming an officer. Our strategy has changed somewhat to try to get people to come to Parkersburg, and he wants to keep who we have and attract others to come here.

Chief Martin said this pay proposal was one step in the right direction. Wood County has their own strategy because they are losing officers also.

Ms. Kuhl said she encouraged other Councilmembers to ride along with the Police Officers to see for themselves the calls and responses they have to make every day with insufficient back-up. Some calls involve other cities and agencies.

Mr. Mercer said that he works daily at the 911 Center, and said he can hear the frustration in their voices because they are tired. One good call can take all our officers at once, he said. On a ten-hour shift, they can run 20 calls, and sending an officer alone on a domestic call is not something the Center likes to do. They need help, and Council needs to take care of business, he said. Our Fire Department does an excellent job, but the Police Department needs help now.

Mr. Stanley asked if the City does an exit interview with employees when they leave so we will know why they leave. The Chief said we do not do exit interview formally, but they talk with everyone who has left, and the majority of them leave with resignation letters saying they were grateful for the opportunity, but they leave for the benefit of their family. One left to go to DuPont because he was an engineer.

Personnel Director, Sondi Wallace, stated that we require a resignation letter, but we don't check-off boxes. Mayor Joyce added that there is no formal process, but when he and Chief Martin went through the reasons the officers left, every one of them left for more money. The last one was because we don't have shift differential.

Mr. Barber stated that people in his district do not know why officers don't come when they call, but they don't know our officers are overwhelmed. There is a lack of police presence in his area, and when he ran for office, the residents said they wanted police protection. It seems that the amount of men on a shift is inadequate, and the heart of the crime is in Parkersburg, and in his district. We need to compensate the officers for working in the center of crime that others don't have to shoulder.

The police department protects and serves, and she challenged them to ride along. The men are tired, and they get overtime because there are not enough men on the streets, and they want to protect each other.

MOTION – Mr. Carpenter moved, seconded by Mr. Stanley, to forward this pay proposal to the Finance Committee.

VOTE – the motion failed with Mr. Mercer, Mr. Barber and Ms. Kuhl voting “no”; and Mr. Stanley and Mr. Carpenter voting “yes”.

Mr. Stanley asked about tattoos, and Chief Martin said they could have them if they were not visible with summer uniforms. For this testing period, we will accept their applications, and if they make it through, we will consider that.

This generation is leaving high school or the military with tattoos, Mr. Carpenter stated. Mr. Barber said it is hard to disqualify someone with a tattoo.

MOTION – Mr. Barber moved, seconded by Mr. Carpenter, to accept this pay proposal from the Mayor, and refer to Council for action.

Ms. Kuhl stated that Mr. Jiles had a presentation ready, and he went through the numbers with the Committee. The increase proposed was for \$1.83 per hour plus college incentive, effective January 2, 2019, and the cost for ½ year would be \$146,415.00, paid from the carryover funds.

Ms. Kuhl asked him to estimate how much \$2.53 would cost, and he calculated it would be \$400,134.00 per year, or \$200,067.00 for one half year.

When Mr. Carpenter asked when we expected the pay classification and compensation study, Ms. Wallace said we expected it in November, but it does not include civil service employees.

MOTION TO AMEND – Mr. Barber moved, seconded by Mr. Mercer, to amend the proposal and increase the hourly increase to \$2.53 per hour.

This amount will be due every year, Mr. Stanley stated, and asked if we could afford it. Mayor Joyce stated that Council will receive a balanced budget for consideration. He thinks we can absorb it and hopefully other raises where we are having problems recruiting and retaining. Even if we have to make cuts elsewhere, the Mayor said he would offer them a balanced budget.

MOTION – Mr. Mercer moved, seconded by Mr. Barber, that the ordinance go into effect the first pay period after the second reading of the ordinance, including the college incentive, and that amendment was adopted by majority vote with all members voting “yes” with the exception of Mr. Carpenter, who voted “no”.

VOTE ON MOTION AS AMENDED – the motion, as amended, was adopted by majority vote with all members voting “yes” with the exception of Mr. Carpenter, who voted “no”.

The meeting adjourned at 7:25 PM.

Respectfully submitted,


Connie Shaffer, City Clerk

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Resolution

Whereas the Parkersburg Police Department requires that all of its sworn members (police officers) maintain a good condition of mental and physical health, which is conducive to the performance of their respective duties;

Whereas mental and physical wellness go hand in hand with the physical health and conditioning of an individual; and

Whereas in an effort to assist and promote the well being of its police officers the Department wishes to establish a Physical Fitness Incentive Program.

Now Therefore Be It Resolved By The Council Of The City Of Parkersburg that a Physical Fitness Incentive Program covering all sworn members (police officers) of the Parkersburg Police Department be and it is hereby established as set forth in the attached document which is made a part hereof.

Be It Further Resolved that each officer who successfully completes the annual mandatory physical fitness test shall be granted one (1) day of extra time off to be used within the calendar year following said successful completion of the fitness test and which may not be turned in or cashed in for pay.

Sponsored By:

Physical Fitness Incentive Program

I. Purpose:

To encourage members to meet physical fitness standards designed to ensure they maintain the level of physical conditioning necessary for proper job performance.

II. Policy

- A.** Officers able to pass the physical fitness test will be awarded 1 day off.
- B.** Testing will be annually and will consist of push-ups, sit-ups, and a 1.5 mile run.
- C.** Physical fitness testing is mandatory for all sworn members. Testing is conducted for assessing and evaluating the physical conditioning of all civil service employees and the overall organization.
- D.** The test will be comprised of standards as developed by the Professional Standards, developed by WVLEPSIS and will be administered on a Pass/Fail basis. Testing is mandatory.

III. Required Test

- 1. Push-ups:** will consist of members doing push-ups in a one minute time period. Push-ups will be done in a manner that keeps the back straight with no bow, and with only the hands and toes touching the ground. Resting will only be done in the up position, members who rest in the down position or put their legs down will be disqualified.
- 2. Sit-ups:** will consist of members doing sit-ups in a one minute time period. Sit-ups will be done with legs bent and arms across the chest. A complete sit-up will be counted when the elbows touch the knees. Sit-ups will be administered with an aide holding the feet to the floor. Resting will only be allowed in the up position. Officers who rest in the down position will be disqualified.
- 3. 1.5 Mile run:** will consist of a 1.5 mile run on a track which will be a flat paved surface.

IV. Minimum Passing Scores

Sit-ups	28
Push-ups	18
1.5 Mile run	14 Minutes and 36 Seconds