City of Madison

Master

File Number: 58113

File ID:	58113	**File Type:**	Ordinance	**Status:**	Items Referred
Version:	2	**Reference:**		**Controlling Body:**	COMMITTEE ON EMPLOYEE RELATIONS
Lead Referral:	COMMITTEE ON EMPLOYEE RELATIONS	**Cost:**		**File Created Date :**	11/06/2019
File Name:	Amendments to various employee handbooks			**Final Action:**	

Title: Amending Sections 3.32(7)(e), 3.54(17)(a), and 33.10(4) and creating Section 3.32(12)(d) of the Madison General Ordinances to specify provision for double-time pay, authorize leave for death of a current City employee, extending night and holiday differential hourly premium through Saturday, and to authorize the Committee on Employee Relations to make recommendations to the Madison Professional & Supervisory Employees Association Handbook.

Notes: 6289employees

Code Sections:		**CC Agenda Date:**	11/12/2019
Indexes:		**Agenda Number:**	1.
Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	Employee/Labor Relations Manager's Report	**Enactment Number:**	
Author:	Patricia Lauten	**Hearing Date:**	
Entered by:	dalthaus@cityofmadison.com	**Published Date:**	

Approval History

Version	Date	Approver	Action
1		Michael May	Approved as to Form
1		Brent Sloat	Approve

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office/Approval Group	11/06/2019	Referred for Introduction				
	Action Text:		This Ordinance was Referred for Introduction				

	Notes:	Finance Committee (11/25/19), Committee on Employee Relations (11/18/19), Council (12/3/19)				
1	COMMON COUNCIL	11/12/2019	Refer	FINANCE COMMITTEE		Pass

Action Text: A motion was made by Bidar, seconded by Harrington-McKinney, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.

Notes: Additional referral to Committee on Employee Relations.

1	FINANCE COMMITTEE	11/12/2019	Referred	COMMITTEE ON EMPLOYEE RELATIONS	

Action Text: This Ordinance was Referred to the COMMITTEE ON EMPLOYEE RELATIONS

Notes:

1	COMMITTEE ON EMPLOYEE RELATIONS	11/18/2019

Text of Legislative File 58113

Fiscal Note

The proposed ordinance amendment has an estimated cost increase of approximately $3,500, which is almost exclusively attributable to the changes in the night and holiday differential. The proposed changes to the designated holidays and death of city employee subdivisions of the handbook have little to no fiscal impact. No additional City appropriation is required for the proposed ordinance amendment.

Title

Amending Sections 3.32(7)(e), 3.54(17)(a), and 33.10(4) and creating Section 3.32(12)(d) of the Madison General Ordinances to specify provision for double-time pay, authorize leave for death of a current City employee, extending night and holiday differential hourly premium through Saturday, and to authorize the Committee on Employee Relations to make recommendations to the Madison Professional & Supervisory Employees Association Handbook.

Body

DRAFTER'S ANALYSIS: These ordinance changes are the result of meet and confer between Human Resources and the various City employee associations.

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The Common Council of the City of Madison do hereby ordain as follows:

1. Subdivision (e) of Subsection (7) entitled "Designated Holidays" of Section 3.32 entitled "Absence of Employees From Duty" of the Madison General Ordinances is amended to read as follows:

"(e) In the event that any of the holidays listed in Sec. 3.32(7)(b) fall on a Sunday, the following Monday shall be treated as a holiday, however, the double-time pay provision shall apply only to the actual calendar date of the holiday. If any of the holidays listed in Sec. 3.32(7)(b) fall on a Saturday, employees shall have an additional vacation day added to their current vacation balance."

2. Subdivision (d) entitled "Death of City Employee" of Subsection (12) entitled "Death in Employee's Family or Otherwise" of Section 3.32 entitled "Absence of Employees From Duty" of the Madison General Ordinances is created to read as follows:

"(d) Death of City Employee. When there is the death of a current City employee, the Department/Division Head of the deceased employee's department, or of a closely allied

Department with the approval of that Department/Division Head, shall have the discretion to authorize up to four (4) hours of leave to attend the memorial service without the requirement of the employee taking paid leave to cover the time."

3.   Subdivision (a) entitled "Night and Holiday Differential" of Subsection (17) entitled Premium Pay" of Section 3.54 entitled "Compensation Plan" of the Madison General Ordinances is amended to read as follows:

"(a) <u>Night and Holiday Differential</u>. All permanent civil service employees eligible to receive overtime pay, shall receive an hourly premium payment of seventy-five cents ($.75) per hour for any and all authorized work performed between the hours of 6:00 p.m. and 6:00 a.m. Monday through ~~Friday~~ <u>Saturday</u> or for hours worked on any designated holiday."

4.   The introductory paragraph of Subsection (4) entitled "Duties" of Section 33.10 entitled "Committee on Employee Relations" of the Madison General Ordinances is amended to read as follows:

"(4) <u>Duties</u>. It shall be the function of the Committee to make recommendations on ordinances, or resolutions, the Employee Benefits Handbook for General Municipal Employees<u>, the Madison Professional & Supervisory Employees Association (MPSEA) Handbook,</u> and the Madison City Attorneys Association Employee Benefit Handbook (collectively "Handbooks") pertaining to rates of pay (excluding base wages as that term is defined in Wis. Stat. § 111.70(4)(mb) as may be amended from time to time and the initial placement of the employee in the salary range), hours of work and conditions of employment affecting the City and its employees, including matters pertaining to:"