



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

**PERSONNEL COMMITTEE
MONDAY, AUGUST 2, 2021- 4:00 P.M.
CITY HALL, COUNCIL CHAMBERS**

Members: Chairperson Rich Hedlund, John Halverson, Ken Howell, Cindy Flower, and Shari Straube

AGENDA

1. Meeting called to order by Chairperson Hedlund
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the July 1, 2021 Special Personnel Committee minutes as prepared and distributed
5. Discussion/Recommendation identifying specific staff as city's direct contact for I.T. services and Assessor Services
6. Discussion/Recommendation concerning hiring of full time employee to serve as City Assessor
7. Discussion/Recommendation concerning a proposed four percent (4%) cost of living increase for all non-represented city employees as part of the 2022 budget
8. Discussion/Recommendation regarding the current job evaluation process and forms
9. Discussion/Recommendation concerning amended contract for Sergeants within the Lake Geneva Police Department
10. Discussion/Recommendation regarding Request for Proposals for City Employee Compensation Study
11. Discussion/Recommendation regarding possible creation of an ADA Compliance Officer
12. Discussion regarding usage of City Employee clinic
13. Adjourn

*This is a meeting of the Personnel Committee.
No official Council action will be taken; however, a quorum of the Council may be present.*

cc: Aldermen, Mayor, Administrator, Attorney, Media

SPECIAL PERSONNEL COMMITTEE MINUTES
THURSDAY, JULY 1, 2021 – 5:00 PM
CITY HALL, COUNCIL CHAMBERS

Members: Chairperson Rich Hedlund, John Halverson, Ken Howell, Cindy Flower, and Shari Straube

Chairperson Hedlund called the meeting to order at 5:00 p.m.

Roll Call

Present: Hedlund, Halverson, Howell, and Flower

Absent: Straube

Comments from the public limited to 5 minutes, limited to items on this agenda

Mary Jo Fesenmaier; 1085 S Lake Shore Dr; Spoke in favor of a new compensation study to be completed and would like the City to move away from performance/merit pay.

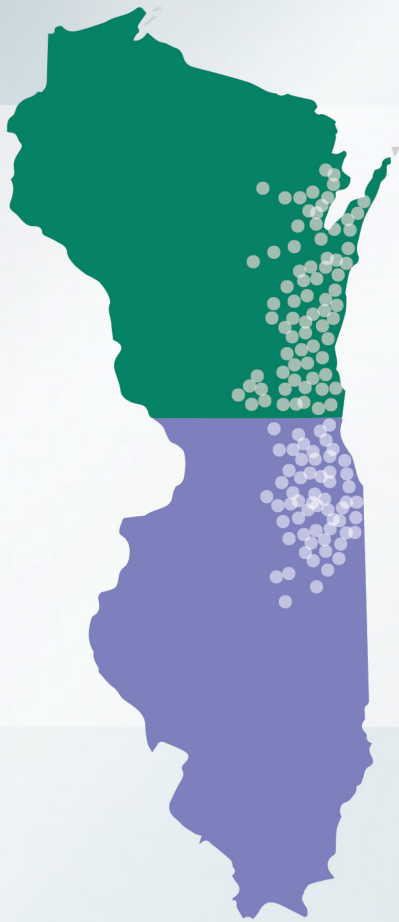
Charlene Klein; 817 Wisconsin St; Spoke in favor of a new compensation study to be completed.

Discussion/Recommendation regarding the creation and issuance of a Request for Proposals for City Employee Compensation Study

Motion by Howell to approve, second by Halverson. Hedlund would like this study to include all city employees including the union members and museum employees. Flower would like the study to also include benefit comparisons. Motion carried 4-0.

Adjourn

Motion by Flower to adjourn, second by Halverson. Motion carried 4-0. The meeting adjourned at 5:11 p.m.



Quarterly Aurora Employer Clinic Summary

City of Lake Geneva

January- December 2020

AdvocateAuroraHealth

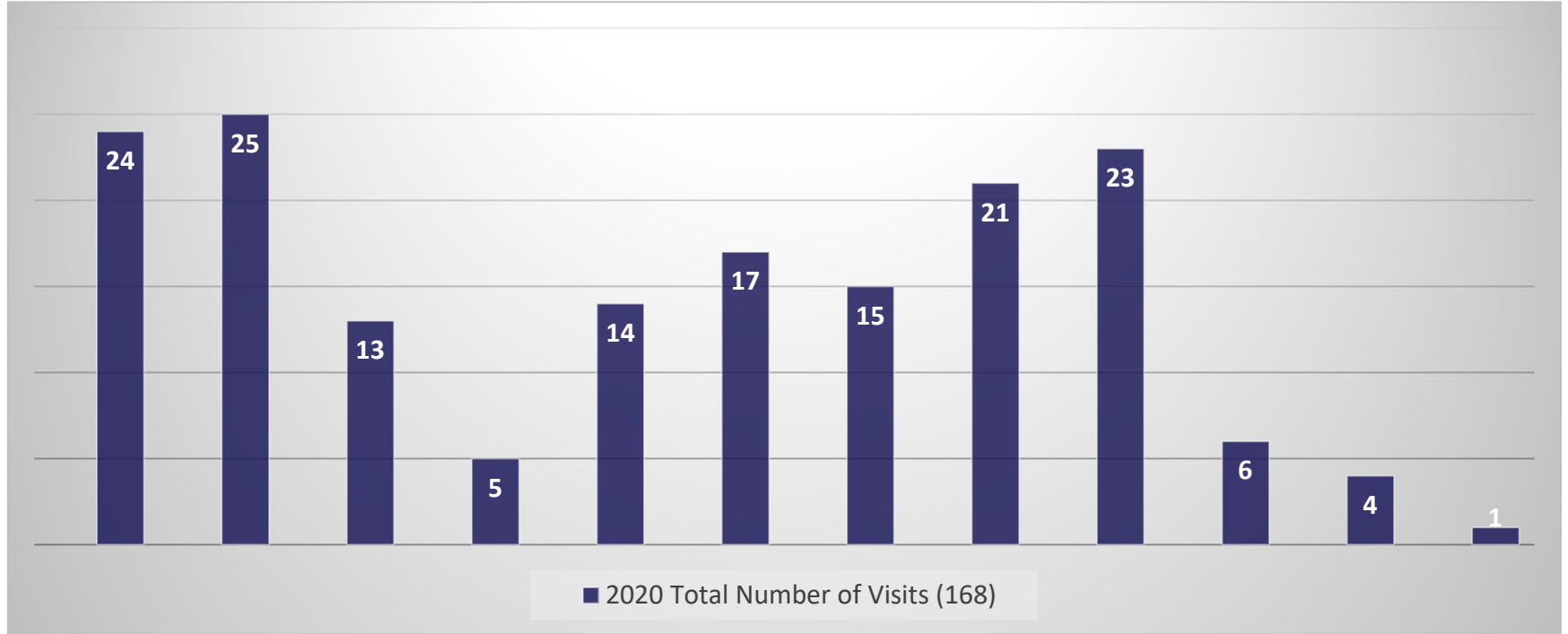


Advocate Health Care

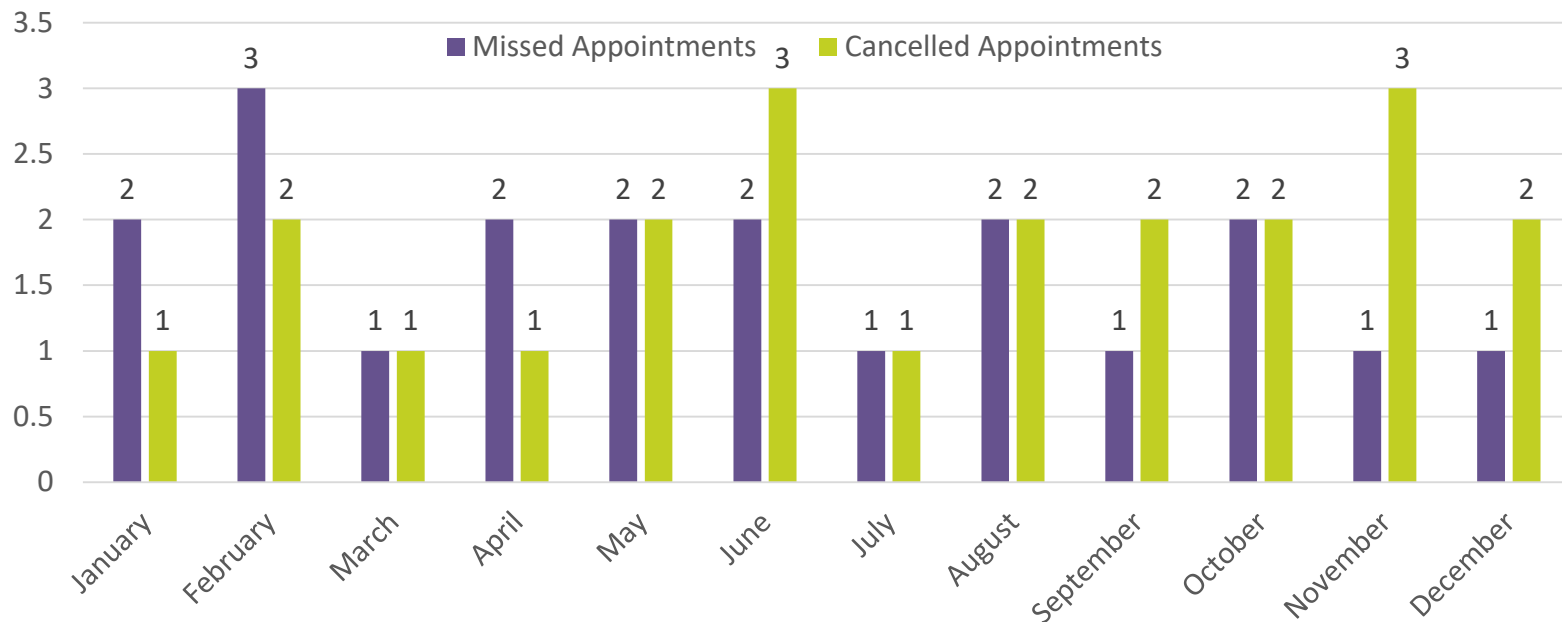


Aurora Health Care®

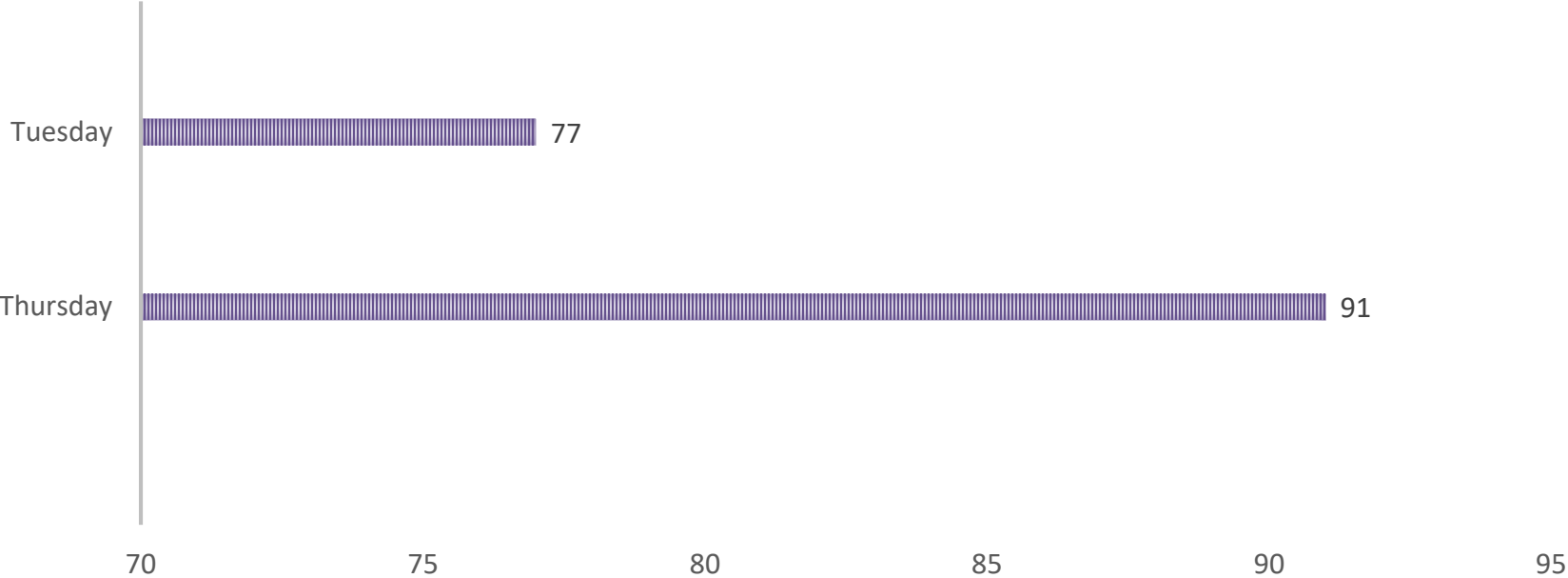
Clinic Utilization



Summary of Missed Appointments vs. Cancelled Appointments



Appointment Utilization by Day of Week



Patient Encounter Details

Summary of new patient visits and established patient visits.

Code	Description	Total count
99213	Office or other outpatient visit for the evaluation and management of an established patient, which requires at least two of these three key components: an expanded problem-focused history; an expanded problem-focused examination; medical decision making.	90
99214	Office or other outpatient visit for the evaluation and management of an established patient, which requires at least two of these three key components: a detailed history; a detailed examination; medical decision making of moderate complexity. Counseling.	47
99203	Office or other outpatient visit for the evaluation and management of a new patient, which requires these three key components: a detailed history; a detailed examination; medical decision making of low complexity. Counseling and/or coordination of care.	5
99442/ 99443	Virtual visit	26

Top Common Diagnoses by Category

Ear, Nose and Throat Concerns 28%

Cough, Bronchitis, Asthma 11%

Hypertension, Cholesterol, Thyroid 19%

Urinary 16%

Musculoskeletal 13%

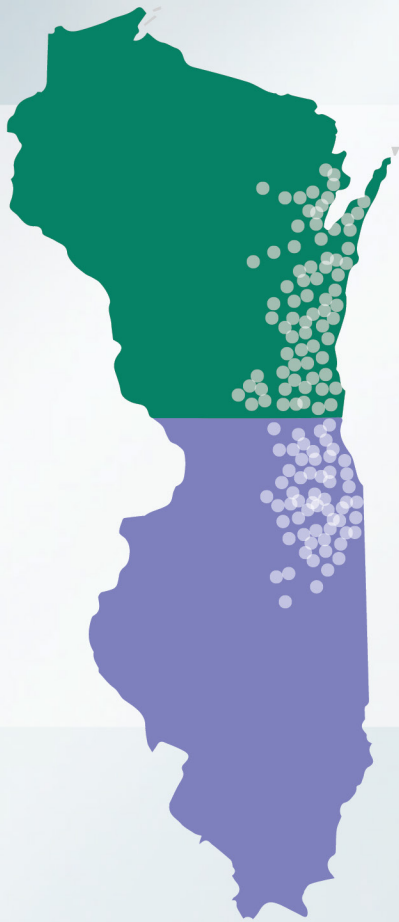
Intestinal 8%

Stress, Anxiety 5%

Most Common Tests

The summary of the point of care, lab test, screenings and nebulizers performed by the clinic.

Code	Description	Total Count
87880	Strep Group A Screen, rapid with reflex to culture	9
81002	UA w/out micro urology only	13
87804	Influenza A & B	7
81025	Pregnancy Test, Urine	1



Quarterly Aurora Employer Clinic Summary

City of Lake Geneva

January- June 2021

AdvocateAuroraHealth

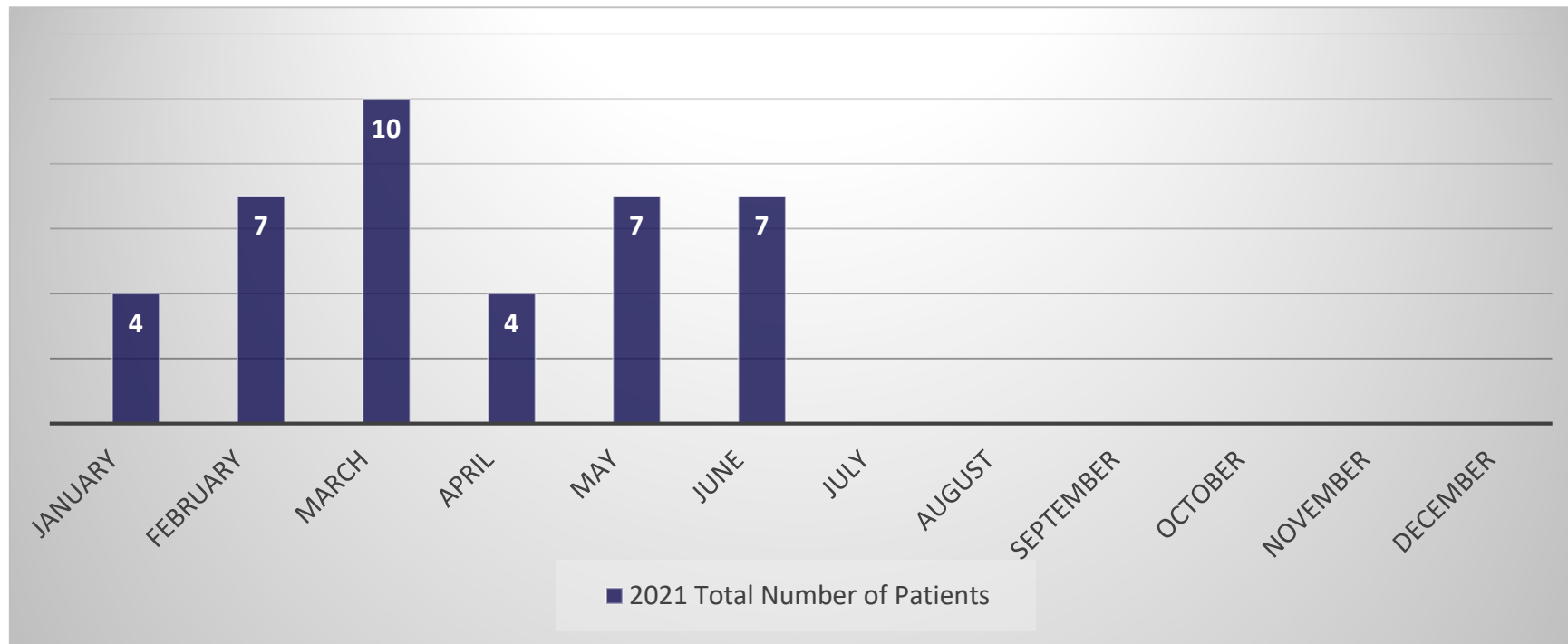


Advocate Health Care

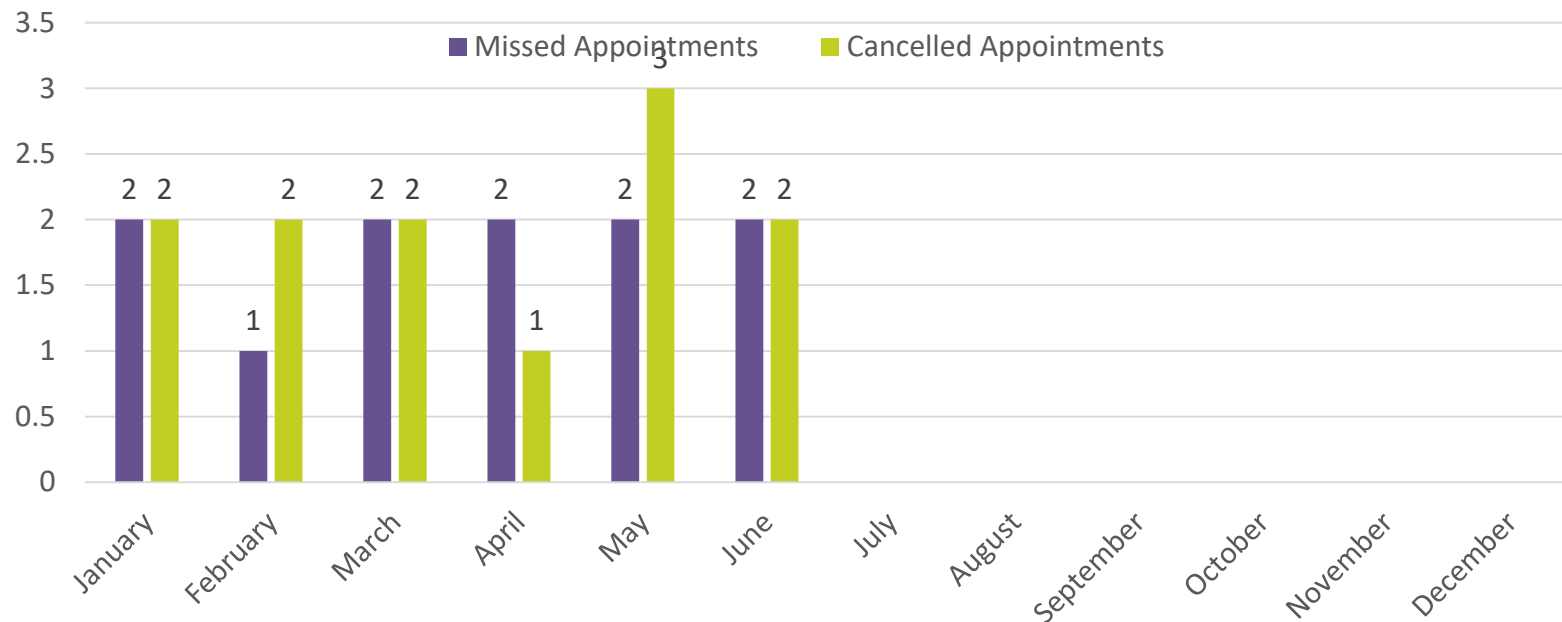


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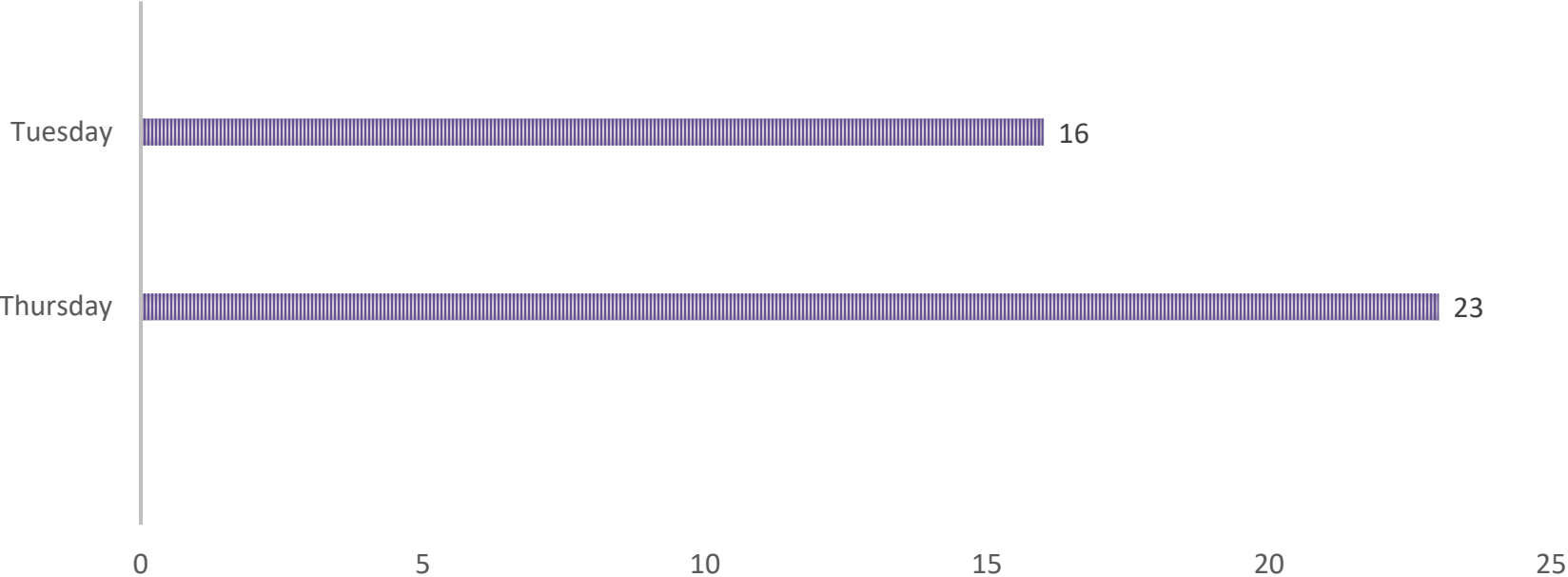
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Summary of Missed Appointments vs. Cancelled Appointments



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Patient Encounter Details

Summary of new patient visits and established patient visits.

Code	Description	Total count
99213	Office or other outpatient visit for the evaluation and management of an established patient, which requires at least two of these three key components: an expanded problem-focused history; an expanded problem-focused examination; medical decision making.	25
99214	Office or other outpatient visit for the evaluation and management of an established patient, which requires at least two of these three key components: a detailed history; a detailed examination; medical decision making of moderate complexity. Counseling.	7
99203	Office or other outpatient visit for the evaluation and management of a new patient, which requires these three key components: a detailed history; a detailed examination; medical decision making of low complexity. Counseling and/or coordination of care.	2
99442/ 99443	Virtual Visit	5

Top Common Diagnoses by Category

Ear, Nose and Throat Concerns 30%

Cough, Bronchitis, Asthma 11%

Hypertension, Cholesterol, Thyroid 19%

Urinary 15%

Musculoskeletal 12%

Intestinal 7%

Stress, Anxiety 6%

Most Common Tests

The summary of the point of care, lab test, screenings and nebulizers performed by the clinic.

Code	Description	Total Count
87880	Strep Group A Screen, rapid with reflex to culture	0
81002	UA w/out micro urology only	3
87804	Influenza A & B	0
81025	Pregnancy Test, Urine	1