

HUMAN RESOURCES COMMITTEE Meeting Minutes November 20, 2023 Regular Meeting

The meeting was called to order by Chair Ludwig at 5:01 p.m. on November 20th, 2023 in room 204 of the Government Center.

1 ROLL CALL

MEMBERS PRESENT: Ruth Ludwig, Jenny Van Sickle, Jack Sweeney

CITY STAFF PRESENT: Nicholas Alexander (virtual), Beth Archer, Cammi Janigo, Mayor Paine, Deb Williams

OTHERS PRESENT: Shelley Nelson

2 APPROVAL OF MINUTES

2.1 Human Resources Committee (Meeting held October 16, 2023)

MOTION by Sweeney, seconded by Van Sickle. Motion carried.

3 NEW BUSINESS

3.1 Receive and file updated Library Page job description. (*Approved by the Library Board on November 8th, 2023.*)

The committee received and filed.

3.2 Request to fill:

3.2.1 Light Equipment Operator-Street Department (2 positions).

MOTION by Van Sickle, seconded by Sweeney. Motion carried.

3.2.2 Safety & Loss Prevention Coordinator-ESD.

**MOTION by Sweeney, seconded by Van Sickle, to hold in committee.
Motion carried.**

The committee requested that additional information be brought to the December meeting for them to review, including the job description and Workman's Compensation Claims data.

3.3 Approve updates to Policy #20.06 – Safety Eyewear Program.

MOTION by Van Sickle, seconded by Sweeney. Motion carried.

4 RECURRING BUSINESS

4.1 Receive and file monthly personnel report for October 2023.

The committee received and filed.

- 4.2 Human Resources updates
No action required.

5 OLD BUSINESS

- 5.1 Review current City take home vehicle policy.
MOTION by Van Sickle, seconded by Sweeney, to hold in committee.
- 5.2 Request to fill the Broadband Manager position.
MOTION by Ludwig, seconded by Van Sickle. Motion carried.
- 5.3 WPPA #27 Police Union Negotiations (*refer to closed session*)
- 5.4 IAFF #74 Fire Union Negotiations (*refer to closed session*)

Closed under Wisconsin Statute 19.85(1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

**MOTION by Van Sickle, seconded by Sweeney, to go into closed session at 5:43 pm.
(For police and Fire Negotiations)**

**MOTION by Sweeney, seconded by Van Sickle, to go back into open session at 6:07 pm.
Motion carried.**

No further action was taken by the committee.

6 ADJOURNMENT

Meeting was adjourned at 6:07 p.m.

Respectfully submitted by Beth Archer