



AMENDED OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Personnel Committee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the: **Personnel Committee of the City of Stoughton**

Date/Time: **Monday, March 7, 2022 @ 6:00 pm**

Location: **Stoughton Utilities - Ed Malinowski Boardroom
600 S 4th Street, Stoughton, WI 53589**

****PLEASE NOTE** You may also attend via GoToMeeting.**

**Access with a computer, tablet, or smart phone via GoToMeeting –
<https://meet.goto.com/418091957>**

You may also join by phone using dial-in number 1(571) 317-3122

Access Code: 418-091-957

Please sign in to the meeting at least 10 minutes prior to the scheduled start time if possible.

Members: Lisa Reeves (Chair), Frederick Hundt (Vice Chair), Thomas Majewski, Brett Schumacher and Mayor Timothy Swadley (ex-officio member)

City Personnel: Director Gillingham

- 1 Call to Order
- 2 Approval of the Personnel Meeting minutes from Monday, January 3, 2022
- 3 Communications/Updates
- 4 Discussion and possible action regarding position description update – Media Manager/Help Desk Assistant
- ~~5 Discussion and possible action regarding Rest Periods Policy~~ **Item moved to April Meeting**
- 6 Discussion and possible action regarding Work Rules & Policy Manual Team updates
- 7 Future Agenda Items
 - Leadership Backup Plan Outline
 - Accrued Sick Leave for Retiring Employee – Sworn Police and City Staff
 - Sick Time Donation
 - Disciplinary Action & Compensation
- 8 Adjournment

** May move to closed session per State 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.

Any person wishing to attend the meeting, whom because of a disability, requires special accommodation, should contact the City Clerk's Office at (608) 873-6692 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made. In addition, any person wishing to speak or have their comments heard but does not have access to the internet should also contact the City Clerk's Office at the number above at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.