



## 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 25, 2024 @ 5:30 pm**  
Location: **Stoughton Utilities – Gary Graham Room  
600 S 4<sup>th</sup> Street, Stoughton, WI 53589**  
**Please Note: This meeting is also available via Zoom:**  
<https://us06web.zoom.us/j/86814427818?pwd=lpLmjKMsTdXtFaylrkwl20a83VNUiX.1>  
**You may also join by phone using dial-in number 1-312-626-6799**  
**Meeting ID: 868 1442 7818**  
**Passcode: 317517**  
**Please sign in to the meeting at least 10 minutes before the scheduled start time.**

Members: Lisa Reeves (Chair), Brett Schumacher, Tom Majewski, Jonathan Schroerlucke  
Mayor Timothy Swadley (ex-officio member)  
City Personnel: Director Gillingham

- 1 Call to Order
- 2 Discussion and possible action regarding updated EMS/Fire Chief position description
- 3 Discussion and possible action regarding updated position descriptions for Deputy Chief-EMS, Deputy Chief/Fire Marshall, AEMT, Operation Support Specialist, and Equipment Support Technician
- 4 Future Agenda Items
  - City Attorney Contact Policy
  - Drug/Alcohol Policy Update – Post-accident/incident
  - Drug screens for new employees
  - Leadership Backup Plan Outline
  - Accrued Sick Leave for Retiring Employees – Sworn Police and City Staff
  - Disciplinary Action & Compensation
  - Uniforms Policy
  - Updates to Work Rules
- 5 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.**