



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, May 3, 2021 @ 6:00 pm

Location:

****PLEASE NOTE** This is a teleconference meeting via GoToMeeting. Access with a computer, tablet, or smart phone via GoToMeeting - <https://global.gotomeeting.com/join/228208205>**

You may also join by phone using dial-in number 1 (408) 650-3123

Access Code: 228-208-205

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

Members:

Lisa Reeves, Frederick Hundt, Sid Boersma, Thomas Majewski, and Mayor Timothy Swadley (ex-officio member)

City Personnel:

Director Gillingham

- 1 Call to Order
- 2 Election of Chair – Director Gillingham to ask for nominations
- 3 Election of Vice-Chair – Newly elected Chair to ask for nominations
- 4 Approval of the minutes from March 1, 2021, March 4, 2021, and April 5, 2021
- 5 Communications/Updates
- 6 Update regarding Work Rules and Policy/Procedure & Forms Manual
- 7 Update regarding Sick Time Donation Program
- 8 Discussion and possible action regarding Updated Human Resources & Risk Management Director Position Description – Update regarding final hiring authority being the Mayor
- 9 Discussion and possible action regarding Hiring Policy
- 10 Update regarding Parks & Recreation Structure – Closed per Director Hebert
- 11 Future Agenda Items
 - Work Rules and Policy/Procedure & Forms Manual Review
 - Leadership Backup Plan Outline
- 12 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.