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:	**Tuesday, March 5, 2024 @ 7:00 pm**
Location:	**Stoughton Utilities - Ed Malinowski Boardroom** **600 S 4th Street, Stoughton, WI 53589**
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 Approval of the Monday, January 22, 2024 Personnel Meeting minutes

3 Communications

4 Update regarding WRS

5 Discussion and possible action regarding updated *Fire Chief* position description

6 Discussion and possible action regarding *Technical Services LTE* position description

7 Discussion and possible action regarding the Request for Reconsideration policy

8 Discussion and possible action regarding Market Compensation Review

9 Discussion and possible action regarding Position Description Reconsideration

10 ** Discussion and possible action regarding position description change request

11 Future Agenda Items

- Compensation Market Review Policy
- 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

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.