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The Village Personnel Committee met on Wednesday, October 12 at 5:30 p.m. at the Village Office, 316 Brad Street S, Grantsburg, WI 54840.

Present: Chairman/President Terrance Kucera
Trustee Hank Java
Trustee Kayla Woody

Others: Clerk/Treasurer Sheila Meyer
Police Chief Mitch Olson

Chairman/President called the Personnel Committee Meeting to order at 5:30 p.m. The Pledge of Allegiance was recited.

THE PERSONNEL COMMITTEE WILL CONVENE INTO CLOSED SESSION to review applications received for the full-time Police Officer position pursuant to Wis. Stats. 19.85 (c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body jurisdiction of exercises responsibility.”

Motion by Trustee Woody, second by Trustee Java to convene into closed session. Motion carried.

THE PERSONNEL COMMITTEE WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2).

Motion by Trustee Woody, second by Trustee Java to re-convene into open session. Motion carried.

The committee directed Clerk/Treasurer Meyer to repost the Police Officer employment ad to run until November 30th. **No motions made.**

Review employee review process. The Village Board created the personnel committee to assess the employee review process. The committee discussed the current process and its effectiveness. Clerk/Treasurer Meyer and Chief Olson agree the current process is not effective and department heads would rather handle performance issues or concerns as they occur rather than waiting for an annual review and the committee agreed. The committee also discussed the need for a personnel committee separate from the Administration Committee. They agreed if the committee no longer handles the employee review process, the Administration Committee could handle all personnel matters. The committee asked Clerk/Treasurer Meyer to reach out to other municipalities to see if they have a separate personnel committee and what duties that committee has.

Motion by Trustee Woody, second by Trustee Java to recommend the Village Board remove the employee evaluation process from the personnel manual. Motion carried.

Chairman/President Kucera adjourned the meeting at 6:20 p.m.

Allison Longhenry
Deputy Clerk/Treasurer