

Village Of Brooklyn

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Personnel Committee Minutes October 23rd 2012

The Personnel Committee meeting was called to order at 7:10 pm. Committee members in attendance were Dean Van Den Eng, Nadine Walsten and Todd Klahn.

Motion: Van Den Eng/Klahn to approve minutes of 09/04/2012. Motion carried unanimously.

A timeline for employee evaluations was discussed. Van Den Eng will contact department heads to arrange the best times to do the reviews.

Motion: (7:15 pm) Van Den Eng/Klahn to convene to closed session pursuant to Wis Stats 19.85 (1)(c) to draft annual performance review for Clerk/Treasurer Carol Strause and to stay in closed session pursuant to Wis Stats 19.85 (1)(c) to draft annual performance review for Police Chief James “Harry” Barger. Motion carried unanimously.

Motion: (7:55 pm) Van Den Eng/Klahn to reconvene to open session. Motion carried unanimously.

The committee discussed the amount of pager pay for Public Works employees that carry the pager for utility alarms. Currently \$10 per weekend day is paid for having the pager. The committee reviewed a summary of pager pay policies from nearby committees. No changes were recommended at this time.

Section 2.14 of employment manual – Compensation Time was reviewed. The committee will gather more information as it relates to ¾ time employees.

Chapter 7 of the Village Employment manual was discussed. Walsten has changes that she would like to recommend and will forward for discussion next month.

There was a brief discussion regarding creating a policy for social media usage and electronic devices. More information will be gathered.

Work continues on a draft of an orientation handbook for committee members.

Time sheets and overtime were reviewed.

Motion: Van Den Eng/Klahn to adjourn at 8:17 pm. Motion carried unanimously.