

REPORT OF THE HUMAN RESOURCES COMMITTEE

Todd Ferkey

Scott Kellogg

Thaddeus Kubisiak

Date of Meeting: 01/02/2018
Reported to Council: 01/16/2018

The Human Resources Committee met at 4:00 p.m. on Tuesday, January 2, 2018, in the third floor conference room at City Hall. All members were present. Also present were: Sue Schill, Mary Manley, Mayor Vruwink, Paul Przybelski, and Tom Loucks.

1. Call to order.

The meeting was called to order by Chairperson Todd Ferkey at 4:00 p.m.

2. Consider approval of revisions to the Human Resources Policies and Procedures Telephones Policy, to provide that the monthly cellphone stipends be paid monthly, rather than in a lump sum in January of each year.

It was moved by Kellogg, and seconded by Kubisiak to approve revising the Human Resources Policies and Procedures Telephones Policy, to provide that cellphone stipends be paid monthly, rather than in a lump sum in January of each year. Motion carried unanimously. (See the attached revised Telephones Policy)

3. The Committee may vote to go into closed session pursuant to Wisconsin State Statutes Section 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".

It was moved by Ferkey, and seconded by Kellogg to go into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(c). Motion carried unanimously. A roll call vote was taken.

- a.) In closed session, the Committee will consider employment and compensation for a candidate who is tentatively recommended by Mayor Vruwink to be appointed to the Human Resources Director position.

In closed session, the Committee considered employment and compensation for a candidate who is tentatively recommended by Mayor Vruwink to be appointed to the Human Resources Director position.

- b.) The Committee may vote to go into open session.

It was moved by Ferkey, and seconded by Kubisiak to go into open session. Motion carried unanimously.

4. In open session, the Committee may take action on the compensation for a candidate for the Human Resources Director position, and may recommend approval of Mayor Vruwink's appointment to the Human Resources Director position.

It was moved by Kubisiak, and seconded by Ferkey to approve Mayor Vruwink's appointment of Dawn Urban to the position of Human Resources Director, with compensation at Grade 18, Step 7 (\$89,333), subject to post-offer testing and full Common Council approval. Motion carried unanimously.

5. Adjourn.

It was moved by Kubisiak and seconded by Kellogg to adjourn. Motion carried unanimously. The meeting adjourned at 4:37 p.m.