

Village of Shorewood Hills
Personnel Committee
Approved Meeting Minutes
Wednesday, July 6, 2016 7:00 a.m.

1. **Call to Order** Personnel Committee Chairperson John Imes called the meeting to order at 7:08 a.m. Present were Mr. Imes and Committee members Erica Moeser, Paula Hogan, Mary Gulbrandsen, Anne Readel, David Vitse, and Amy Neeno-Eckwall. Village Administrator Karl Frantz, Police Lieutenant Courtland Martens, Sergeant-Detective Corey Denzer and Village Clerk Cokie Albrecht were also in attendance. Court Clerk Martha Davis arrived later.
a. Note compliance with open meeting law Mr. Frantz confirmed the meeting had been properly posted and noticed.
2. **Approve previous meeting minutes** Ms. Moeser moved and Ms. Hogan seconded a motion to approve the minutes of the Personnel Committee meeting of May 31, 2016. Motion passed unanimously.
3. **Continued review of compensation report, Village Board direction and discussion, and possible recommendation regarding Village compensation plan and police officer pay** Ms. Neeno-Eckwall presented her Compensation Report—which the Personnel Committee reviewed at its last meeting—to the Board of Trustees at their June 27, 2016 meeting. She summarized the comments heard that evening. Her comparison of the wages paid Shorewood Hills patrol officers with the amounts paid by several other Dane County municipalities indicates an adjustment in the Village’s wage grid may be required to keep the patrol officers’ wages comparable. The Committee also discussed what action, if any, would be needed to adjust the wage scale for management officers in the Police Department. Chief Pine will be asked for guidance on this. The Committee will consider the appropriateness of the current grid for compensating Village employees outside of the Police Department.
4. **Status report on hiring to fill Police/CSO vacancy** The position opening is posted internally; it will close on Friday. To date Tyler Eldridge, the current CSO, is the only applicant.
5. **Closed Session** At 8:27 a.m., Mr. Imes announced the Trustees would consider going into Closed Session Please take notice that the Committee may adjourn to closed session pursuant to Section 19.85(1)(c) and (f) of the Wisconsin State Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the jurisdiction exercises responsibility and considering financial, medical or personal histories or disciplinary data of specific persons and may reconvene to open session as per Wisconsin State Statutes 19.85(2) to address any business that may be the result of the deliberation made in closed session (Leave, benefit and employment/medical/personal matters concerning Village employees). The roll call vote was: Mr. Imes – yes; Ms. Moeser – yes; Mr. Vitse – yes; Ms. Gulbrandsen – yes; Ms. Hogan – yes; Ms. Neeno-Eckwall – yes and Ms. Readel – yes. Mr. Frantz and Ms. Albrecht were asked to stay. The remaining attendees left the meeting.

While in closed session Mr. Frantz briefed the Committee on the status of an employee who expects will be off work for several weeks due to health issues.

Open Session At 8:34 Ms. Moeser moved and Ms. Gulbrandsen seconded a motion to reconvene to Open Session.

6. **Consider next meeting dates** The next meeting of the Committee will be Wednesday, August 3, 2016 at 7:00 a.m.
7. **Adjourn** Meeting adjourned at 8:35 a.m.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk