

# AMENDED AGENDA FOR THE VILLAGE OF SHOREWOOD HILLS PERSONNEL COMMITTEE

**Date and Time:** Wednesday, February 9, 2022 – 6:30pm

**Location:** Virtual via Zoom

To register to speak on an agenda item, send an email to [info@shorewood-hills.org](mailto:info@shorewood-hills.org) before 8:00 am the day of the meeting detailing which item is of interest. Your comments may be limited to 3 minutes. Written comments on the agenda can be sent to [info@shorewood-hills.org](mailto:info@shorewood-hills.org) before 8:00 am the day of the meeting. Requests to speak and comments submitted after this date/time may not be able to be accommodated.

You can listen to the meeting by dialing: 1 312 626 6799 US (Chicago). Enter Meeting ID: 823 8830 2245 and Passcode: 717877

1. Call to Order
  - a. Note compliance with open meeting law
2. Approval of the minutes – January 12, 2022 (regular)  
January 12, 2022 (closed)  
January 24, 2022 (regular)
3. COVID vaccine or test policy
4. Administrative Organizational Study – job description updates
5. Compensation Study and Job Description Updates/Creation Project
6. Role of Personnel Committee
7. Current vacancies and updates on hiring:
  - a. Police Officer
  - b. Clerk-Treasurer
  - c. Deputy Clerk-Treasurer
  - d. Forester
  - e. DPW Laborer
8. Next Meeting Date – Week of March 7<sup>th</sup> – doodle poll to be sent out
9. Adjourn

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PLEASE TAKE NOTICE, that any person who has a qualifying disability as defined by the Americans with Disability Act that requires the meeting or materials at the meeting to be in an accessible format, should contact the Municipal Clerk, 810 Shorewood Boulevard, or phone 267-2680, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of other governmental bodies of the Village of Shorewood Hills who are not members of the above committee may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above meeting other than the committee identified in the caption of this notice.