

**Village of Shorewood Hills
Personnel Committee**
Thursday, June 2, 2022 6:30 p.m.

1. **Call to Order** Chairperson Cokie Albrecht called the virtual meeting of the Personnel Committee to order at 6:30 p.m. Present, in addition to Ms. Albrecht, were Committee members Erica Moeser, Laura Stephenson, Greg Lampe, Amy Neeno-Eckwall and Mary Gulbrandsen. Also in attendance was Village Administrator Sharon Eveland and Village Clerk-Treasurer Sam Liebert.

- a. **Note compliance with open meeting law**

- Ms. Eveland confirmed the meeting had been properly posted and noticed.

2. **Approval of the Minutes**

Motion by Moeser, seconded by Neeno-Eckwall to approve the Personnel Committee Minutes of April 7, 2022 and May 5, 2022. Motion carried 6-0.

3. **Hours of Operation Pilot**

Ms. Albrecht gave an update on the pilot program of changed hours over the last nine months for village staff.

Ms. Eveland stated that she will put together a survey to the residents to gauge their thoughts on the changed hours for village staff.

Discussion was had by the committee. No action was taken.

4. **New Police Officer Hired**

Ms. Eveland stated that there was communication disconnect when it came to the recent hiring of our new police officer, and the hire did not make it to Personnel Committee. There were members of this committee on the hiring committee. Going forward, there will be better communication and ensuring the process is followed. The Village Board did approve the hiring of Michelle Curtis as the new full-time police officer.

Discussion was had by the committee. No action was taken.

5. **Closed Session**

Motion by Albrecht, seconded by Gulbrandsen to adjourn to closed session pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the jurisdiction exercises responsibility that require a closed session 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 deliberations made in closed session (Administrative Assistant Hiring and Public Works Hiring), and to include Administrator Sharon Eveland, Clerk-Treasurer Sam Liebert in Closed Session.

A roll call vote was taken.

The motion passed 6-0.

The Personnel Committee went into Closed Session at 6:52 pm.

The Personnel Committee returned to Open Session at 7:32 pm.

6. Next Meeting Date

Ms. Eveland stated that she will send out a doodle-poll to set a date for the next meeting.

7. Adjourn

Motion by Neeno-Eckwall, seconded by Albrecht to adjourn.

Motion carried 6-0.

The committee adjourned at 7:35pm.

Respectfully submitted,

Samuel E. Liebert
Village Clerk-Treasurer