

Brodhead Personnel Committee meeting
January 9, 2019

1. The meeting was called to order at 5:30 pm by Chairman Fox.
2. Present: Anderson, Vondra, Newcomer, Fox, Clerk Withee.
3. Public Appearances: Tim Stocks appeared and asked what was done regarding the ethics policy after he left the meeting last month. Vondra noted that nothing was discussed after he left the meeting, and it was tabled to a future meeting. Fox said he could talk her after the meeting, if he liked.
4. Committee concerns: Vondra asked about the part-time officer/union membership which was not on the agenda. Fox explained that the Chief was unable to attend this meeting, and asked that it be added to next month's agenda instead, as well as the ethics police, as he had information to present on both.
5. Moved by Anderson and seconded by Newcomer to approve the minutes as presented. All aye; motion carried.
6. Insurance renewal-April 2019 (quote). Discussion was held as to whether we needed to put this out for a quote for the renewal. Vondra noted that it was quoted a couple of years ago; this was the best package presented. We have had excellent service from our agent. Last time our agent had to intercede on our behalf to keep what we had due to a number of claims. It was agreed that unless something changed when we received the renewal, it would not need to be requoted elsewhere. Vondra will contact the agent for a report of our recent claims, so that we can see if there are specific areas having excessive claims that could be addressed.
7. Employee evaluation drafts: Parks and Rec had turned in a tentative evaluation form. The committee asked that it be reformatted if possible so that all departments were using the same type of form. Discussion was held on when the evaluations should be completed/due. The current recommendation would be have them to their individual committee by July, so that the personnel committee could review at their August meeting. This would allow time before the next year's budget is started.
8. Future agenda items: Insurance Renewal (April), employee evaluation forms, WPPA for part-time officers, ethics code, annual calendar for the personnel/insurance committee to schedule when things need to be addressed (to help future committee members)
9. Due to member conflicts, the next meeting will be one week later than originally scheduled, Wed. February 13th at 5:30 pm
10. Anderson moved to adjourn at 6:25 pm. Seconded by Newcomer. All aye; motion carried.

Gail Vondra
Committee Secretary