



**VILLAGE OF JACKSON
PERSONNEL COMMITTEE MEETING AGENDA**

Thursday, June 27, 2024 at 10:15 AM

Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call
2. Approval of Minutes for the Personnel Committee Meeting of May 14, 2024
3. Collective Bargaining Negotiations with Jackson Professional Poice Association, WPPA-LEER
4. For purposes of meeting for collective bargaining, as provided for in Wis. Stats. § 19.82(1), the Committee is not required to comply with Wisconsin's Open Meetings Laws. Nonetheless, the Committee provides notice of Closed Session pursuant to Wis. Stats. § 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," and § 19.85(1)(e) "deliberating or negotiation the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

The closed session is for the purpose of:

1. Engaging in collective bargaining with Jackson Professional Police Association
 2. Discussing collective bargaining strategy without Jackson Professional Police Association
5. Reconvene in Open Session with Possible Action Related to the Subject of the Preceding Closed Session, Including Taking Any Other Action Involving Collective Bargaining
6. Citizens/Village Staff to Address the Personnel Committee
7. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Administration Department at the Jackson Municipal Complex at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

MINUTES
PERSONNEL COMMITTEE MEETING
Tuesday, May 14, 2024 at 6:15 PM
Personnel Committee Meeting

1. Call to Order and Roll Call

The meeting was called to order at 6:15 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Kruepke.

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Parks & Recreation Director Kelly Valentino, Director of Public Works Brian Kober, Fire Chief Aaron Swaney, Police Chief Ryan Vossekuil, and Clerk Anastasia Gonstead.

Trustees Present in Audience: None

2. Approval of Minutes for the Personnel Committee Meeting of April 9, 2024

The motion to approve the minutes for the Personnel Committee meeting of April 9, 2024 was made by Tr. Emmrich and seconded by Tr. Kruepke.

Vote: 3 ayes, 0 nays. Motion carried.

3. Review and Discussion of Village of Jackson Job Description Updates

Administrator Keller provided an overview of the Village of Jackson job descriptions and updates. A department-by-department review was taken by the Body.

The motion to recommend to the Village Board to approve the Village of Jackson job description updates, with corrections, was made by Tr. Emmrich and seconded by Tr. Kruepke.

Vote: 3 ayes, 0 nays. Motion carried.

4. Review and Discussion of Chapter V of the Village of Jackson Employee Handbook Regarding Employee Benefits

Administrator Keller provided an overview of the proposed updates, changes, and additions to Chapter V of the Village of Jackson employee handbook.

The motion to recommend to the Village Board to approve Chapter V of the Jackson Employee Handbook, and implementing the Employee Assistance Plan as soon as possible, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 3 ayes, 0 nays. Motion carried.

5. Citizens/Village Staff to Address the Personnel Committee

None.

6. Adjourn

A motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 3 ayes, 0 nays. Motion carried. The meeting was adjourned at 6:33 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk