

APPROVED MINUTES

Personnel Committee Meeting

Tuesday, September 14, 2021 at 6:00 p.m.

Jackson Village Hall

N168 W20733 Main Street

Jackson, WI 53037

1. Call to Order and Roll Call

Pres. Schwab called the meeting to order at 6:00 p.m.

Members Present: Trustee Emmrich and Trustee Heckendorf

Staff Present: Administrator Jen Keller and Fire Chief Aaron Swaney

2. Approval of Minutes for the Personnel Committee Meeting of August 19, 2021

Motion by Tr. Emmrich, second by Tr. Heckendorf to approve the Personnel Committee minutes of August 19, 2021.

Vote: 3 ayes, 0 nays. Motion carried.

3. 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." The closed session is for the following purposes:

- Discussion Jackson Fire Department Staffing
- Discussing 2022 Compensation
- Discussion 2021 Administrator Review

Motion by Pres. Schwab, second by Tr. Emmrich to convene into closed session at 6:02 p.m. to include all present until the discussion on the Fire Department Staffing is concluded at which point Chief Swaney will be excluded, then to include the Administrator until the next order of business is discussed, Compensation, after which the Administrator will be excused and then only the Personnel Committee will discuss the Administrator Review.

Roll Call Vote: 3 ayes, 0 nays. Motion carried.

4. Reconvene into Open Session

Motion by Tr. Heckendorf, second by Tr. Emmrich reconvene into open session at 6:58 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

5. Discuss and take action regarding closed session items with possible action including approval of proposed staffing in the Jackson Fire Department, recommending 2022 compensation rates to be reviewed by the Village Board, and referring the 2021 Administrator Review responses to be reviewed by the Village Board.

No action taken.

6. Adjourn

Motion by Tr. Heckendorf, second by Tr. Emmrich to adjourn at 6:59 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk