

## **Minutes of the Personnel Committee - March 27th 2014**

A meeting of the City of Prairie du Chien Personnel Committee was held on Thursday March 27<sup>th</sup> 2014 at 7:15 PM in City Hall. Chairperson Karen Solomon called the meeting to order.

### **1. Call to order/Roll Call**

PRESENT – Karen Solomon (Chairman), Jamie Wagar, Nate Gilberts, Ron Leys , Ken Fleshner  
CITY STAFF ALSO PRESENT – City Administrator Aaron Kramer, Mayor Dave Hemmer, Police Chief Chad Abram, Police Lieutenant Terry Sprosty

### **2. Certification of the open meeting law agenda requirements and approval of the agenda**

MOTION: Wagar SECOND: Solomon VOTE: 5-0

### **3. APPROVAL: Minutes of the March 20th 2014 meeting**

ACTION: Gilberts SECOND: Wagar VOTE: 5-0

### **4. DISCUSSION AND ACTION – Policy 2014-01 (Cellular and Wireless Devices in the Workplace)**

This policy would regulate the use of personal cellular and wireless devices for City employees. ACTION: To recommend the Council approve Policy 2014-01 at its April 22<sup>nd</sup> meeting MOTION: Wagar SECOND: Leys VOTE: 5-0

### **5. DISCUSSION AND ACTION – Policy 2014-02 (Proper Attire for Employees)**

This policy amends Policy 2011-03, and adds additional regulations on clothing and attire for employees. The Committee recommended that policy allow tennis shoes be required of pool employees when doing any landscaping work and being in the presence of a high concentration of pool chemicals. ACTION: To recommend the Council approve Policy 2014-02 at its April 22<sup>nd</sup> meeting MOTION: Wagar SECOND: Solomon VOTE: 5-0

### **6. DISCUSSION AND ACTION – Policy 2014-03 (Compensatory Time and Overtime)**

This policy will clear up some confusion on how compensatory time is and is not granted to City employees. ACTION: To recommend the Council approve Policy 2014-03 at its April 22<sup>nd</sup> meeting MOTION: Leys SECOND: Solomon VOTE: 5-0

### **7. ADJOURNMENT (7:46 PM)**

MOTION: Solomon SECOND: Wagar VOTE: 5-0

Submitted by City Administrator Aaron Kramer