

PERSONNEL COMMITTEE MEETING

Tuesday, May 1, 2012

Village Hall, Room 101, 5:00 P.M.



PLEASE TAKE NOTICE that a meeting of the Personnel Committee will be held at the Village Hall, 4800 West Green Brook Road, Brown Deer, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

- I. Roll Call
- II. Persons Desiring to be Heard
- III. Approval of Minutes: March 5, 2012 Meeting
- IV. Report of Staff/Committee Members
- V. New Business
 - A) Electronic Communication Policy
- VI. Recess into Closed Session Pursuant to §19.85(1)(c) Wisconsin Statutes for the Following Reasons:
 - (c) To consider, employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- VII. Reconvene into Open Session for Possible Action on Closed Session Deliberations
 - A) Schedule Next Meeting
- VIII. Adjournment

A handwritten signature in black ink that reads "Russell Van Gompel".

Russell Van Gompel, Village Manager

April 26, 2012

PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE VILLAGE CLERK AT LEAST ONE BUSINESS DAY PRIOR TO THE MEETING.

**BROWN DEER PERSONNEL COMMITTEE
MARCH 5, 2012 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Chairperson Baker at 5:00 P.M.

I. Roll Call

Present: Trustees: Baker, Springman; Don Druckrey

Also Present: Russell Van Gompel, Village Manager; Matthew Janecke, Assistant Village Manager

II. Persons Desiring to be Heard

None.

III. Approval of Minutes: February 13, 2012 Meeting

It was moved by Trustee Springman and seconded by Don Druckrey to approve the minutes of the February 13, 2012 Personnel Committee meeting. The motion carried unanimously.

IV. Report of Staff/Committee Members

The Village Manager reported on the status of various open positions and/or vacancies within the organization.

V. New Business

A) Village Wellness Program

The Assistant Village Manager reviewed the proposed Employee Wellness Program and the discussions at the Village Board meeting. The Committee discussed whether the Employee Wellness Program should be restricted to just Village providers. It was the consensus of the committee to not restrict the program to just Village providers but to create a program that included some manageable number of providers. The Committee then discussed which individuals would be eligible to participate in the program. It was noted that the Village Board included a discussion about opening the program up to committee and board members. The Personnel Committee discussed that the justification for creating the program is to reduce future health care costs and the health care benefits are provided to employees. After discussion on who should be included in the program, the consensus of the Personnel Committee is to recommend that the Employee Wellness Program be established only for regular employees, excluding seasonal employees.

It was moved by Don Druckrey and seconded by Trustee Springman to recommend that the Village Board consider an Employee Wellness Program for regular employees only, not including seasonal employees, only with a manageable number of fitness providers at a cost of \$10 per month. The motion carried unanimously.

VI. Recess into Closed Session Pursuant to §19.85 (1)(c) Wisconsin Statutes for the Following Reasons:

- (c) To consider, employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**

It was moved by Trustee Baker and seconded by Trustee Springman to enter into closed session for the reason stated on the agenda at 5:35 p.m. The motion carried unanimously.

VII. Reconvene into Open Session for Possible Action on Closed Session Deliberations

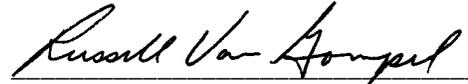
It was moved by Trustee Springman and seconded by Trustee Baker to adjourn the closed session and re-enter into the regular order of business at 6:15 p.m. The motion carried unanimously.

A) **Scheduling Next Meeting Date**

The next Personnel Committee will be held on May 7, 2012 at 5:00 p.m.

VIII. Adjournment

It was moved by Trustee Springman and seconded by Don Druckrey to adjourn the meeting at 6:45 p.m. The motion carried unanimously.



Russell Van Gompel, Village Manager



REQUEST FOR CONSIDERATION

COMMITTEE:	Personnel Committee
ITEM DESCRIPTION:	Electronic Communications Policy
PREPARED BY:	Matthew Janecke, Assistant Village Manager
REPORT DATE:	April 26, 2012
MANAGER'S REVIEW/COMMENTS:	<ul style="list-style-type: none"><input type="checkbox"/> No additional comments to this report.<input type="checkbox"/> See additional comments attached.
EXPLANATION:	<p>I would like to discuss with the Committee the Electronic Communications Policy which has not been updated since 2001. The largest addition to the policy will be a section on social media that was provided by CVMIC. Currently, Pallin Allen from CVMIC, is reviewing our policy with the addition, and should have his review completed by the end of this week. The policy will be provided at the meeting on Tuesday.</p>