

OPERATIONS COMMITTEE MEETING MINUTES – March 7, 2023

1. Meeting called to order at 3:33 p.m. All committee members present.

2. No public Comment

3. Joyce moved, and Wendy seconded a motion to approve the agenda. Motion carried.

4. Joyce moved, and Wendy seconded to approve the minutes, with corrected spelling error, from the February 14, 2023 meeting. Motion carried.

5. Employee Handbook Subcommittee Report.

Kay moved and Wendy seconded a motion to modify the Severe Weather section by removing "during the month of December" from the last paragraph and adding "within 90 days of the next year." Motion carried.

Joyce moved and Kay seconded a motion to remove the following from the Orientation Period "Regular full-time and part-time employees are ineligible for personal holidays during the orientation period and ineligible to use sick leave during the first three months of the orientation period." Motion carried.

Joyce moved and Maeve seconded a motion to remove from Sick Leave "starting three months from date of hire and sick leave can only be used" from the second paragraph. The sentence will now read "Employees can use sick leave once it has been accrued." Motion carried.

Equal Opportunity and Harassment are now separate sections.

Maeve moved and Joyce seconded a motion to eliminate "Education Leave" from the Leave Section and move the content under "Professional Development." Motion carried.

The subcommittee recommended no changes in Bereavement.

6. Wendy moved, and Joyce seconded a motion to move into closed session based on Wi. Stat. 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. Joyce - yea, Maeve - yea, Wendy - yea, John - yea, Kay - yea, Tom - present. Motion carried. Committee went into closed session at 3:55 pm.

Joyce moved and Wendy seconded to return to open session. Joyce - yea, Maeve - yea, Wendy - yea, John - yea, Kay - yea, Tom - present. Motion carried. Committee returned to open session at 4:35 pm.

Informational session - no action taken.

7. John moved, and Maeve seconded a motion to appoint a Vice Chair to each Board Committee. The Vice Chair would take over for the Chair in his/her absence. Motion carried.

8. Next meeting: Tuesday, April 4, 2023 at 3:30 pm.

Agenda item for next meeting: Strategic Plan timeline update.

9. Kay moved, and Joyce seconded a motion to adjourn. Motion carried. Meeting adjourned at 4:45 pm.

Minutes submitted by Kay Marose