



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
MEETING MINUTES OF THE HUMAN RESOURCES COMMITTEE**

Weston Municipal Center Board Room
4747 Camp Phillips Rd, Weston, WI 54476

Monday, July 12, 2023 @ 5:00 p.m.

1. **Call to Order & Welcome by Chairperson Hartinger.**
The meeting was called to order by Chairperson Hartinger at 5:00 p.m.

2. **Roll Call by Clerk**

<u>Human Resource Member</u>	<u>Present</u>
Hartinger, Jasper	Yes
Weiland, Jamie	No
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	Yes -arrived 5:15 p.m.
Hegg, Robin	Excused
Meinel, Steve	Yes
Arndt, Jay	Yes

3. **Approval of Human Resources Committee Meeting Minutes of June 5, 2023**

Motion by Hackbarth, second by Arndt to approve the meeting minutes from June 5, 2023.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 3 Result: Pass

<u>Human Resource Member</u>	<u>Voting</u>
Hartinger, Jasper	Yes
Weiland, Jamie	----
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	----
Hegg, Robin	----
Meinel, Steve	Yes
Arndt, Jay	Yes

4. **Public comments**
None.

NEW BUSINESS

5. **Discussion/Update Strategic Plan**

Donner gave a brief overview of the strategic plan. The committee would like an update on what they can do to help with any HR functions. Hartinger spoke about a current project called Employee Engagement Plan with the Public Works and Utilities departments. The standard practices are being compiled into an employee manual.

MOVE TO CLOSED SESSION PER §19.85(1)(c)

Move to closed session to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to wit – Review Administrator applicants.

Hartinger, Hackbarth, Meinel, Arndt stayed for the closed session. Dirks-Luebbe arrived at 5:15 p.m. as the committee was going into closed session.

Motion by Hartinger, second Meinel to move into closed session at 5:11 p.m.

Roll Call by Deputy Clerk Chibeya

<u>Human Resource Member</u>	<u>Present</u>
Hartinger, Jasper	Yes
Weiland, Jamie	No
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	Yes -arrived 5:15 p.m.
Hegg, Robin	Excused
Meinel, Steve	Yes
Arndt, Jay	Yes

RECONVENE TO OPEN SESSION

Motion by Meinel, second Arndt to come out of closed session at 5:53 p.m.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: Pass

<u>Human Resource Member</u>	<u>Voting</u>
Hartinger, Jasper	Yes
Weiland, Jamie	-----
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	Yes
Hegg, Robin	-----
Meinel, Steve	Yes
Arndt, Jay	Yes

POSSIBLE ACTION ON CLOSED SESSION ITEMS

The Human Resources committee recommended the board interview four applicants for the Administrator role.

REMARKS FROM COMMITTEE MEMBERS

REMARKS FROM CHAIR

Hartinger requested that the Employee Handbook be emailed to the committee members two weeks prior to the next meeting.

FUTURE ITEMS

Next meeting date: August 7, 2023 @ 5 p.m.

ADJOURN

Motion by Hackbarth, second Arndt to adjourn the meeting at 5:53 p.m.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: Pass

<u>Human Resource Member</u>	<u>Voting</u>
Hartinger, Jasper	Yes
Weiland, Jamie	-----
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	Yes
Hegg, Robin	-----
Meinel, Steve	Yes
Arndt, Jay	Yes