

MEETING NOTICE AND AGENDA
VILLAGE OF NORTH PRAIRIE PERSONNEL AND POLICY COMMITTEE
JULY 20, 2023 5:00 P.M.
NORTH PRAIRIE VILLAGE HALL- 130 N HARRISON STREET

1. Call to Order.
2. Roll Call
3. Public Comment.

At the sole discussion of the Committee Chair, citizens are invited to make comments to the Committee, under the following procedures: Committee members should not be expected to discuss issues presented at this time; citizens' comments limited to 2 minutes each; in the event public comments exceed 15 minutes, the Committee will continue with the regular agenda and resume public comment after the Committee business has been completed, public comments on specific personnel matters are not an appropriate subject for this forum and should be referred to the Village Office; any comments which may violate an individual right of an employee will not be permitted.

Announcement of Closed Session pursuant to WI State Statute §19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility; specifically to interview applicants for employment for the Clerks position in the Village of North Prairie; and, per Wisconsin State Statute §19.89, No member of the Village Board may be excluded from the closed session, however only committee members are allowed to speak or further participate during the closed session of the meeting.

4. Discussion and/or Action: Approval of the June 22, 2023 meeting minutes.
5. 2nd round Interviews will be conducted as follows: each candidate will be offered up to 25 minutes for interview process. Interviews will begin with the committee chair presenting a real-life situation to the candidate. The candidate's response will require a general working knowledge of Village boundaries, street addresses vs coordinates, and the Village disposal schedules. Candidates should be able to demonstrate their ability to analyze the situation, direct the resident to the proper department or government agency while the resident is present, and the candidate's ability to give and take feedback to the resident. Candidates should expect other questions and comments from the committee members.
6. Discussion and/or Action: Motion to go into closed session pursuant to WI Statute SS 19.85(1) (c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility; specifically to recommend hiring a Clerk/Treasurer candidate. Roll call vote:
7. Discussion and action: Review any recent applications received.
8. Motion to reconvene into open session.
9. Discussion and or Action: Motion for Committee to Reveal the Identity of 3 Final Applicants Under WI State Statutes 19.36(7)(b).
10. Discussion and/ or Action: July 27, 2023 5:00 p.m. Alternate 2nd Interview, review applications, review and begin recommendation to the Village Board.
11. Motion to Adjourn.

Notice: A quorum of the Village Board members could be present.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note, that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information please contact the Village Office at [262-392-2271](tel:262-392-2271)

John Heintz Taylor, Chair
Frank Rewasiewicz, Member
Deborah Hall, Member

Encl: Minutes and 2nd Round interview pros/cons

John Heintz Taylor
Village of North Prairie
Trustee
262-392-2271