

**PUBLIC NOTICE OF A MEETING OF THE  
PERSONNEL COMMITTEE  
OF THE CITY OF MANITOWOC**

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the Personnel Committee of the City of Manitowoc will be held on Wednesday, April 13, 2011 at 5:00 o'clock P.M. at City Hall, Second Floor Conference Room, 900 Quay Street, Manitowoc, Wisconsin.

As of the date of this notice, the subject matter known to be intended for consideration at the meeting is as follows:

1. Call meeting to order
2. Public input
3. Approval of previous Personnel Committee minutes
4. Discussion and possible recommendation regarding adoption of the revised Seasonal Hiring Policy
5. Discussion and possible recommendation regarding hiring of a supervisor's adult child for seasonal employment
6. Discussion and possible approval of vacation carry-over request by a Department of Public Works employee
7. Discussion and possible approval of a request by the Police Chief to fill three vacant positions
8. Convene in Closed Session
  - a) Discussion regarding request by a Department of Public Works employee for an unpaid medical leave of absence
  - b) Discussion regarding the job performance qualifications and compensation of a current City employee for the possible transfer of the employee into the Confidential Legal Secretary position
9. Reconvene in Open Session
10. Possible action regarding request by a Department of Public Works employee for an unpaid medical leave of absence
11. Discussion and possible recommendation regarding filling the position of Confidential Legal Secretary and the handling of the subsequent vacancy
12. Schedule next Personnel Committee meeting
13. Adjourn.

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Notice is further given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(f) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

The specific subject matters that will be considered in closed session are numbers 8(a) and (b) noted above.

If you need accommodation for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950, or TDD 686-6552.

Dated this \_\_\_\_\_ day of April, 2011.

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Personnel Committee Chairman

**POSTED:**

Bulletin Board - Clerk's Office

**MAILED:**

WOMT

WCUB

Comcast

**DELIVERED:**

Official Newspaper

Lakeshore Chronicle

Mayor

Committee Chair

Cable Programmer-Clerk's Office

Human Resources & Safety Coordinator

City Department Heads