

**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 **Monday, September 12, 2011 at 5:15 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. Discussion and possible approval of minutes of previous Personnel Committee meetings. (August 8, August 22 and September 1, 2011)
4. Update on expenses regarding legal counsel for union negotiations.
5. Discussion and possible action regarding updated descriptions for the positions of Battalion Chief, Captain, Lieutenant, Motor Pump Operator and Firefighter/Paramedic at the Fire Department.
6. Discussion and possible action regarding request by the Fire Chief to allow three employees to attend the out-of-state Fire Academy.
7. Discussion and possible recommendation regarding a request by the Police Chief to fill vacant clerical positions at the Police Department.
8. Discussion and possible recommendation regarding the Grievance Procedures for Employee Termination, Discipline and Workplace Safety.
9. Discussion and possible recommendation regarding the Family, Medical and Military Leave Policy.

Convene in Closed Session

10. Discussion regarding Police Officer request to carry over vacation beyond the anniversary date in anticipation of upcoming medical leave.

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)(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 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 matter that will be considered in closed session is number 10 noted above.

Reconvene in Open Session

11. Discussion and possible approval of request by Police Officer to carry over vacation beyond the anniversary date in anticipation of upcoming medical leave.
12. Schedule next Personnel Committee meeting.
13. Adjourn.

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 September, 2011.

Personnel Committee Chair

POSTED:

Bulletin Board - Clerk's Office

DELIVERED:

Official Newspaper

Lakeshore Chronicle

Mayor

Committee Chair

Cable Programmer-Clerk's Office

City Attorney

Human Resources & Safety Coordinator

Department Heads

MAILED:

WOMT

WCUB

Comcast

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