

MINUTES OF THE PERSONNEL/INSURANCE COMMITTEE

MONDAY, MARCH 20, 2023 AT 5:00 PM

CONFERENCE ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

CALL TO ORDER – Chair Walters called the meeting to order at 5:01PM. A quorum was present. Oliphant affirmed proper public notice of the meeting.

Members Present: Chair Melony Walters, Ryan Cairns, and Scotty Wallace.

APPROVAL OF MINUTES – Motion by Wallace to approve the January 26, 2023 meeting minutes. Seconded by Cairns. Motion carried unanimously.

ADMINISTRATOR'S REPORT – Oliphant reported completing a human resources ADA webinar training series, submitting two grant applications for utility infrastructure, and provided an update regarding the joint meetings addressing Economic Development, Symons, and the campus bridges.

DISCUSSION AND POSSIBLE ACTION:

Position of Community Resource Officer – *No Action Taken*

Oliphant explained that the Chief of Police was exploring the possibility of establishing a community resource officer position. This position would have an emphasis on relationship building, providing education, and improving perception. While this role would be working very closely with the school district, it would also serve the entire community as do other officers. Oliphant advised a proposal for this initiative is to be provided to the Personnel & Insurance Committee at their next meeting.

Transition of Economic Development Director – *Action Taken*

Oliphant presented a transition plan outlining the steps necessary to change the employer of record from Richland County to the City of Richland Center. As the position of Economic Development Director is not new or vacant, a formal hiring process to include advertising the position to seek qualified candidates was deemed unnecessary and inappropriate.

Motion by Cairns to approve transitioning the employer of record from Richland County to the City of Richland Center and waiving a formal hiring process for the position of Economic Development Director, effective 4/5/2023.

SET NEXT MEETING DATE: The next meeting was scheduled for April 24, 2023 at 5PM.

ADJOURNMENT – The meeting was adjourned at 6:15PM.

Motion to adjourn by Wallace. Seconded by Walters. Motion carried unanimously.