



# City of Verona

Verona, WI 53593-1520

## PERSONNEL COMMITTEE

Thursday – August 27, 2020 – 5:30 P.M.

[www.ci.verona.wi.us](http://www.ci.verona.wi.us)

### AGENDA

Due to the COVID-19 pandemic, the Personnel Committee will hold its meeting as a virtual meeting. The Personnel Committee will not meet at City Hall, 111 Lincoln Street. Members of the Personnel Committee and Staff will join the meeting by using Zoom Webinar, as described immediately below.

Members of the public can join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting using phones, as described immediately below. Those requiring toll-free options are asked to contact City Hall for details prior to the meeting at [adam.sayre@ci.verona.wi.us](mailto:adam.sayre@ci.verona.wi.us) or 608-848-9941.

Join the meeting via computer, tablet, or smart phone:

<https://zoom.us/j/93926504379>

Webinar ID: 939 2650 4379

Join the meeting via phone by dialing:

1-301-715-8592

Webinar ID: 939 2650 4379

The online meeting agenda and all support materials can be found at <https://www.ci.verona.wi.us/>. In addition to the public, all Personnel Committee members and Staff will also be participating remotely. Anyone with questions prior to the meeting may contact the City at (608) 848-9941 or [adam.sayre@ci.verona.wi.us](mailto:adam.sayre@ci.verona.wi.us).

1. Call to order
2. Roll call
3. Approval of minutes from the July 14, 2020 Personnel Committee meeting.
4. Discussion and Possible Action Re: Position Description and Reclassification of Library Assistant position.
5. Discussion and Possible Action Re: Proposed City of Verona Fire Department

Organization Structure Changes.

6. Discussion and Possible Action Re: Position Description, Compensation and Recruitment of Battalion Chief of Operations position.
7. Discussion and Possible Action Re: City training opportunities.
8. Discussion and Possible Action Re: Recruitment outreach practices.
9. Adjournment

Chad Kemp  
Chairperson

POSTED:

Verona City Hall  
Verona Public Library  
Miller's Market  
City Web Page at [www.ci.verona.wi.us](http://www.ci.verona.wi.us)

IF YOU NEED AN INTERPRETER, MATERIALS IN ALTERNATIVE FORMATS, OR OTHER ACCOMMODATION TO ACCESS THE MEETING, PLEASE CONTACT THE CITY CLERK AT 845-6495 AT LEAST 48 HOURS PRECEDING THE MEETING. EVERY REASONABLE EFFORT WILL BE MADE TO ACCOMMODATE YOUR REQUEST.