

**Human Resources Committee Meeting
January 12, 2023, 1:00 p.m. Village Hall**

--HR meeting called to order 1pm, 1/12/23. Attending were Ruth Cavanagh, Chris Berger, Mayor Koons, Fiscal Officer Romanowski.

--Juneteenth federal holiday discussion. Added cost of an additional day off vs. take away personal day (example). Concluded to add extra holiday.

--Pre and Post approval for required CEU conferences, expenses, destinations. Suggestion to plan for each upcoming year. Many offerings unknown year in advance. TBC.

--FO Romanowski brought up need for all to complete NIMS (National Incident Management Training). Must be completed before FEMA involvement.

--Club, Business, Personal associations disclosure. Done annually, needs refreshed by all employees.

--Evaluations: Done by Dept. Heads. Mayor evaluates Dept. Heads.

--Civic Involvement: Veterans luncheon, After Prom, Wreaths across America. Discussion regarding public expectation, complaints (none), costs, safety. To discuss with Solicitor.

--Part time admin and building assistant: Discussion of Deb Hladky, retired Clerk. To recommend to Council, offer \$20/HR for Casual work--vacation, sickness only.

--Meeting adjourned at 2:30pm.

Respectfully submitted,
Ruth M. Cavanagh