

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING*
FRANKLIN CITY HALL, HEARING ROOM
9229 W. Loomis Road, Franklin, WI 53132
Monday, March 21, 2016 – 6:00 p.m.
AGENDA**

- I. Call to Order and Roll Call
- II. Welcome to New Members Tom Traynor and Nora Heidingsfeld
- III. Citizen Comment Period
- IV. Approval of the Minutes from January 18, 2016
- V. Approval of a Revised Job Description for the Confidential Fire Administrative Assistant and Consideration of Promotional Status
- VI. Request from the Municipal Judge to Add Supervisory Duties to the Confidential Municipal Court Administrative Assistant Position, Consideration of a Revised Job Description and Title, and Consideration of Promotional Status
- VII. Revisions to the Donation of Vacation Policy to Allow the Ability to Donate Comp Time
- VIII. Promotion Authority and Application within the Department of Public Works
- IX. Staffing Report
- X. Next Meeting Date April 18, 2016
- XI. Adjournment

*Notice is given that a majority of members of the Common Council of the municipality are expected to attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This may constitute a meeting of the Common Council per States ex re. Badke v. Greendale Village Bd. even though the Common Council will not take formal action at this meeting.