

VILLAGE OF OREGON
PERSONNEL, PUBLIC SAFETY & PROTECTION COMMITTEE MEETING
Monday, March 24, 2008
6:00 p.m.

Note Meeting Time

Village of Oregon
117 Spring Street
Oregon, WI 53575
Lower Level

1. Call to order
2. Roll call
3. Approval of Minutes – 2/04/08 (Special Meeting)
4. Public Appearances
 - a) Janet Porath’s concerns about student parking issues in the Dale Drive area.
5. Communications and Miscellaneous Business
 - a) Discussion and Recommendation to Village Board re: Change of Agent request by Kwik Trip #302 (856 N. Main Street) to Patricia Burgess -- **Recommended motion: Approve change of agent at Kwik Trip #302 to Patricia Burgess**
 - b) Information Only—Annual Harassment Training for Employees in March and April
 - c) Information Only – Future Minimum Wage Increases
6. Police Chief’s Report
 - a) Monthly Statistic Reports and Email about Traffic Enforcement on East Richards Road
 - b) Discussion of Burglaries occurring in Dane County.
 - c) Downtown Parking Enforcement Summary
 - d) Discussion and Possible Recommendation to Village Board re: Property Condition at 523 Janesville Street
 - e) Letter from State of Wisconsin regarding Oregon Liquors Purchasing Untaxed Tobacco Products
 - f) Discussion and Possible Recommendation to the Village Board re: Authorizing Village President to sign Agreement to Participate in NOAA All-Hazards Radios with Dane County
7. Unfinished Business
 - a)
8. New Business
 - a) Discussion and Possible Recommendation to the Village Board re: Hiring Alexander Braun as Part-Time Custodian for five hours per week at the hourly rate of \$6.50
9. Future Assignments
 - a) Discussion of Village Board’s Involvement in Resignations and Advertising of Positions

- b) Reviewing Ordinance Governing Village Administrator's Authority regarding Personnel Matters
- c) Village Administrator's Evaluation
- d) Review of Performance Evaluations Forms
- e) Career Related Development Policy
- f) Review of FMLA Policy
- g) Development of Time Off Policy for Employees who become fulltime
- h) Municipal Facilities Building Usage Policy and Community Room Rules
- i) Discussion of Establishing a New Policy to Regulate Out-of-State Travel for Training and Conferences
- j) Discussion adopting policy similar to State's Vacation Escrow Plan
- k) Status of Establishing Employee Assistance Program in 2007 Budget
- l) Update regarding Offer of Donation for Police Canine

10. Adjournment

Committee Members: Chair: Eric Poole; Phil Harms; Jerry Bollig

Notice is hereby given that a majority of the Village Board of the Village of Oregon is expected to be present at the special meeting of the Personnel, Public Safety and Protection Committee meeting scheduled for March 24, 2008 to gather information about subjects over which they have decision-making responsibility. This constitutes a meeting of the Village Board of the Village of Oregon pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such although the Village Board will not take any formal action at this meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 117 Spring Street, Oregon, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.