

CITY OF CHIPPEWA FALLS, WISCONSIN

**NOTICE OF PUBLIC MEETING**

In accordance with the provisions of the Wisconsin State Statutes, Sec. 19.84, notice is hereby given that a public meeting of the:

**Committee No. 2**  
**Labor Negotiations, Personnel, Policy & Administration**

Will be held on **Tuesday, June 16, 2020 at 5:30 PM, Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.** The Committee members, Mayor and other Council Members may not be physically present at the meeting but may attend remotely. The meeting may be viewed via livestream at the [www.chippewafalls-wi.gov](http://www.chippewafalls-wi.gov) live stream link.

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. **Open Session**
2. **Contemplated Closed Session under Sec. 19.85 (1) (c), Wis. Stats. for “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” to:**

- a. **Discuss benefits for Police Department Records Clerk candidate.**

**Return to open session. Possible action on closed session item.**

3. **Adjournment**

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

NOTE: REASONABLE ACCOMMODATIONS FOR PARTICIPATION BY INDIVIDUALS WITH DISABILITIES WILL BE MADE UPON REQUEST. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, CONTACT THE CITY CLERK AT 726-2719.

PLEASE NOTE THAT ATTACHMENTS TO THIS AGENDA MAY NOT BE FINAL AND ARE SUBJECT TO CHANGE. THIS AGENDA MAY BE AMENDED AS IT IS REVIEWED.

**CERTIFICATION OF OFFICIAL NEWSPAPER**

I hereby certify that a copy of this notice has been posted on the City Hall bulletin board and a copy has been given to the Chippewa Herald on June 12, 2020 at 1:10 pm by BNG.

## LEAVES - VACATION

**POLICY:** To provide eligible employees with paid vacation time while meeting the operational needs of the City.

**Eligibility:** Full-time employees shall be eligible for annual paid vacation as follows:

<u>Years of Service</u>	<u>Number of Days</u>
During Year 1	Max. 5 days (pro-rated from start date/accrued per pay period)
After 1 year	Five (5) Days
After 2 years	Ten (10) Days
After 6 years	Fifteen (15) Days
After 7 years	Sixteen (16) Days
After 9 years	Seventeen (17) Days
After 11 years	Eighteen (18) Days
After 13 years	Nineteen (19) Days
After 14 years	Twenty (20) Days
After 15 years	Twenty-one (21) Days
After 17 years	Twenty-two (22) Days
After 19 years	Twenty-three (23) Days
After 22 years	Twenty-four (24) Days
After 25 years	Twenty-five (25) Days

Part-time employees, working at least 1200 hours per year, shall receive pro-rated vacation. All vacation shall be paid at the rate and classification the employee carries at the time vacation is taken.

**Approval:** Use of vacation time requires the prior approval of the employee's supervisor.

**Accrual:** Each employee may carryover a maximum of seven (7) days of vacation into their "new anniversary year". Any requests for exceptions to this policy must be submitted in writing to the Department Head who will then convey such request to the Finance & Administration Department for approval.

**New Hires:** Department Heads may submit a request to the Finance Manager/Treasurer that a prospective applicant be granted a one-time beginning balance of vacation days for length of service for employment experience that is directly related to the position. The request must be in writing before the applicant is hired and shall be based on the Department Head's assessment of the candidate's qualifications beyond the minimum requirements, recruitment considerations, or service accrual provided by the previous employer. The Finance Manager/Treasurer will make a recommendation to Committee #2.