

CITY OF PRESCOTT, WISCONSIN

SEPTEMBER 8, 2020 PERSONNEL COMMITTEE

Pursuant to due call and notice thereof, a meeting of Personnel Committee was held Tuesday, September 8, 2020, 800 Borner St., Prescott, WI 54021.

Call to order/Roll Call: Meeting was called to order by Chair Maureen Otwell. Members present were Dar Hintz and Robert Daugherty. Library Director Carissa Langer and City Administrator Jayne Brand represented staff.

Hintz/Daugherty motion to approve the minutes for July 8, 2020 passed without a negative voice vote.

Library Director Carissa Langer informed the personnel committee the Library is following public health guidelines from Pierce County Public Health. They are currently doing curbside service for pickup of materials. They can also email, copy and fax from curbside. It appears patrons are adjusting to this type of service. The Library Board has a meeting next week and they will be looking at a revised plan from public health to help with opening. It appears they may be going with a time limit and number of patron limit. Carissa hope to have something soon and she would share it with the personnel committee. They are currently open Monday, Tuesday, Thursday and Friday 10:00 am to 5:00 pm. and Wednesday noon to 7:00 pm. The committee reiterated they want to see the library open to the public soon.

The working from home policy was also discussed. Alderperson Daugherty stated the policy has come to an end and they want to see all staff physically working back at the library. Carissa stated all staff except for the programming staff has been working their hours at the library since April 27th. They have been working with one other library staff and were on a rotation of days. Carissa stated it would be no problem for all of them to be back.

The personnel committee stated they are here to support all city employees and if the Library Director or any of the staff have any issues they should be sure to bring them up with the personnel committee.

Daugherty/Hintz motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Jayne M. Brand
City Administrator