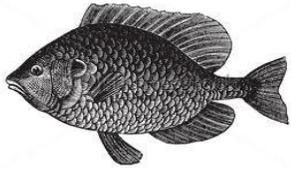


PERSONNEL MEETING MINUTES

Monday – May 23, 2016 @ 6:00 p.m.

Village Office

7505 Main Street West, Webster, WI



VILLAGE OF WEBSTER

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- I. CALL TO ORDER** – Personnel Chairman, Sarah Casady called the meeting to order at 6:00 p.m.
- II. PRESENT** – Village President, Jeff Roberts; Chairman, Sarah Casady; Member, Tim Maloney and Member, Charlie Weis. Others: Chief, Michael Spafford (who arrived at 6:30 p.m.). Absent: None.
- III. POLICE & FIRE COMMISSION DISCUSSION** – Chairman, Sarah Casady and the committee discussed setting up a Police and Fire Commission. Village President, Roberts will have Clerk-Treasurer, Patrice Bjorklund research this. The recommendation by the committee to the full board is to set up a Police and Fire Commission by August 2016.
- IV. MEETING WITH CHIEF, MICHAEL SPAFFORD DISCUSSION** – There were issues that the committee discussed with Chief, Spafford. They were as follows:
1. Chief, Spafford's use of the new squad car for the general public to ride in. The committee stated that this would not be allowed in the future.
 2. There was a hostage incident in the village. Chief, Spafford appointed Officer, Bridget Getts as the Incident Commander. He also did not attend the debriefing that occurred the next day. The committee stated that the chief should have been the Incident Commander and should have attended the debriefing the following day.
 3. There have been time card issues with Chief, Spafford's officer. The issues were not addressed when they occurred. The committee stated that the issues need to be addressed when they occur.
- Chairperson, Casady will be drafting a letter of issues to place in Chief, Spafford's personnel file.
- V. ADJOURNMENT.** Motion was made by Village President, Roberts to adjourn the Personnel Committee Meeting at 8:15 p.m., seconded by Member, Maloney. **Motion carried 4-0.**

Respectfully submitted,

Jeff Roberts

Jeff Roberts, Village President

May 23, 2016

***These minutes are subject to approval at next month's Regular Meeting.