

AGENDA

Meeting of the Personnel Committee of the Capital Area Regional Planning Commission

June 22, 2010

City-County Building Rm 315, 210 Martin Luther King Jr. Blvd., Madison WI

3:00 p.m.

Notice is hereby given that due to common membership, a majority of the Executive Committee of the Capital Area Regional Planning Commission is expected to be present at this meeting. This constitutes a meeting of the Executive Committee 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 Executive Committee will not take any formal action at this meeting.

All CARPC Commissioners may attend this meeting, and a quorum of the full CARPC may be present. It is intended that actions at this meeting will be voted on by only those Personnel Committee members present.

1. Roll Call
2. Approval of minutes of the meeting of June 10, 2010
3. Consideration of a motion to convene into closed session pursuant to Wis. Stat. 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, so that the Personnel Committee may discuss applicants for the Executive Director position. The meeting will reconvene into open session immediately following the closed session (*actionable item*).
4. Reconvene into open session for discussion and possible action regarding the closed session item (*actionable item*).
5. Adjournment

If you need a sign language interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact CARPC staff at 266-4137, or TDD 266-4529, at least 72 hours in advance of the meeting.

MINUTES

Meeting of the Personnel Committee of the Capital Area Regional Planning Commission

June 10, 2010

City-County Building Rm 315, 210 MLK Jr. Blvd., Madison WI

5:45 p.m.

Present: Martha Gibson, Larry Palm, Kurt Sonnentag, Phil Van Kampen

Absent: None

Others Present: Chris Gjestson, Kamran Mesbah

1. Roll Call

Mr. Palm took the chair. The meeting was called to order at 5:49 p.m.; roll was recorded.

2. Approval of minutes of the meeting of May 13, 2010

Moved by Ms. Gibson, seconded by Mr. Sonnentag, to approve the minutes of the meeting of May 13, 2010. Motion carried.

3. Consideration of recommending a revised CARPC Salary Schedule

Mr. Gjestson referred to the information provided in the meeting materials and described how the draft salary schedule had been developed by staff, which was based on information from the Enetrix LLC study and Committee requests. He referred to line charts which reflected how the annual step increases were provided more consistently but lesser than the current schedule. The pay rates of the minimum and maximum steps for each salary range were unchanged from the current schedule and, as requested by the Committee, were less than those for similar positions in Dane County government. Discussion followed. Motion by Mr. Sonnentag, seconded by Mr. Van Kampen, to recommend the revised CARPC Salary Schedule to the full Commission. Motion carried unanimously.

4. Consideration of recommending that CARPC make an offer of employment to fill the vacant Senior Planner position

Mr. Mesbah recommended that in order to prevent a delay in the FUDA planning process, a candidate from the initial recruitment in 2008 be offered the position, rather than re-open the recruitment; he recommended one of the candidates ("candidate #1"). Members agreed to select from one of the two final candidates to avoid delay; members discussed the candidates. Moved by Mr. Sonnentag, seconded by Mr. Van Kampen, to recommend that CARPC offer the position to candidate #1. Motion carried 3-1.

5. Adjournment

Moved by Ms. Gibson, seconded by Mr. Van Kampen, to adjourn; motion carried at 6:32 p.m.

Recorded by Chris Gjestson