

## **COMMITTEE OF THE WHOLE**

A meeting of the Committee of the Whole was called to order by Chairman Penterman on Monday, May 6, 2024 at 5:00 P.M.

Members present: Antoine (via Zoom), Coenen, DeCoster, Eggleston, Kilgas, Moore, Schell, and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, HR Dir. Swaney, Com. Cord. Fencl, Police Chief Graff, Fire Chief Carrel, Com Enrich. & Rec. Dir. Vosters, Lib. Dir. Thiem-Menning, Plan. & Com. Dev. Dir. Kittel, Street Sup. Van Gompel, IT Dir. Taplin, Lib. Dir. Thiem-Menning, and interested citizens.

### **1. Correspondence – none.**

### **2. Discussion Topics**

#### **a. Strategic Plan Quarterly Update and Discussion.**

Mayor Penterman thanked everyone for coming to share the updates for the 2024 quarter one of the Strategic Plan. Alder Thiele asked to have council members included to receive the employee newsletter. Alder Moore suggested that wording be added to the special event application to include a section stating all staff has reviewed all forms. Alder Eggleston asked for clarification on the external communication plan and social media training. Communications Coordinator Fencl explained the process for these items. Alder Antoine commented that she appreciates the format and how everything links to the Strategic Plan.

#### **b. Council/Department Head Communication Guidelines.**

Communications Coordinator Fencl provided an outline of steps that City of Kaukauna Department Heads and City of Kaukauna Alders will take to communicate with one another for matters regarding committee meetings and Common Council Meetings. Discussion was held and questions answered.

### **3. Adjourn.**

Motion made by Moore, seconded by Coenen to adjourn.  
All members voted aye.  
Motion carried.

Meeting adjourned at 5:57 pm.

Sally Kenney, Clerk