



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes Human Resources & Information Technology Committee

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Wednesday, February 23, 2022

6:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

3. Approval of minutes from previous meeting

[22-0182](#)

Minutes 1-26-22

**Attachments:** [Minutes 1-26-22.pdf](#)

**Hartzheim moved, seconded by Alfheim, that the minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

4. Public Hearings/Appearances

5. Action Items

[22-0184](#)

Request to approve Pool Manager position to pay grade 8 in Seasonal Pay Plan.

**Attachments:** [Pool Manager Pay Grade Memo.pdf](#)  
[Seasonal Pay Plan draft.pdf](#)

**Smith moved, seconded by Alfheim, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

[22-0185](#)

Request to approve over-hire for Benefits Coordinator position in H.R.

**Attachments:** [HR Overhire memo.pdf](#)

**Alfheim moved, seconded by Hartzheim, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

[22-0186](#)

Request to approve change to Information Technology table of organization.

**Attachments:** [IT Table of Organization Change Memo.pdf](#)  
[Information Technology TO draft 2-23-22.pdf](#)

Hartzheim moved, seconded by Smith, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

**Aye:** 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

## 6. Information Items

[22-0187](#)

2021 end of year report on the Connecting Care Clinic.

**Attachments:** [2021 EOY CCC Scorecard.pdf](#)  
[2021 Year End Review Presentation.pdf](#)

**This Presentation was received and filed**

[22-0183](#)

Recruitment Status Report 2-18-22

**Attachments:** [RSR 2.18.22.pdf](#)

**This Report was received and filed**

## 7. Adjournment

Smith moved, seconded by Hartzheim, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

**Aye:** 5 - Thao, Fenton, Alfheim, Hartzheim and Smith