



City of Appleton

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

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, April 24, 2019

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 4 - Spears, Van Zeeland, Thao and Siebers

Excused: 1 - Raasch

3. Approval of minutes from previous meeting

[19-0281](#)

Minutes from 2/13/19

Attachments: [Minutes 2.13.19.pdf](#)

Spears moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Spears, Van Zeeland, Thao and Siebers

Absent: 1 - Raasch

4. Public Hearings/Appearances

5. Action Items

[19-0588](#)

Request for Public Works to change 4 Operator positions to 4 Operator I positions.

Attachments: [DPW reorg Operator to Op 1.pdf](#)

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

Aye: 4 - Spears, Van Zeeland, Thao and Siebers

Absent: 1 - Raasch

6. Information Items

[19-0532](#) ORGANIZATIONAL MATTERS
Elect a Vice-Chair
Set meeting date/time
Designate a contact person
Contact Person: Director Matz
Vice Chair: William Siebers
Date/Time: will be discussed at next meeting
This Report Action Item was received and filed

[19-0589](#) I.T. Department updates on:
IT Department Responsibilities
ERP
Fiber/Jones Park - Memorial Park
Migration to new servers
MDC upgrades
PC Upgrades
The I.T. update was presented

[19-0280](#) Responses from questions at the February committee meeting.
Attachments: [February meeting responses.pdf](#)
This answers were presented

[19-0522](#) 2019 Employee Glance Chart
Attachments: [2019GlanceChart 4 3 19.pdf](#)
This glance chart was presented

[19-0529](#) 2018 Pay for Performance data.
Attachments: [2019 P4P adjustment for all departments.pdf](#)
This data was presented

[19-0590](#) Changes to Conditions of Employment policy
Attachments: [CONDITIONS OF EMPLOYMENT.pdf](#)
This policy was presented

[19-0591](#) Changes to Privacy Policy
Attachments: [PRIVACY POLICY.pdf](#)
This policy was presented

[19-0301](#)

Recruitment status report 4-19-19

Attachments: [RSR thru 4-18-19.pdf](#)

This report was presented

7. Adjournment

Spears moved, seconded by Van Zeeland, that the meeting adjourn be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Spears, Van Zeeland, Thao and Siebers

Absent: 1 - Raasch