



# City of Appleton

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

## Meeting Minutes Human Resources & Information Technology Committee

---

Wednesday, December 11, 2024

6:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting

[24-1544](#)

Minutes 10/23/24.

**Attachments:** [Minutes 10.23.24.pdf](#)

Hartzheim moved, seconded by Croatt, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:

**Aye:** 4 - Jones, Hayden, Croatt and Hartzheim

**Absent:** 1 - Van Zeeland

### 5. Public Hearing/Appearances

### 6. Action Items

[24-1545](#)

Approval to Over Hire for the Deputy Director Human Resources Position.

**Attachments:** [Over Hire HR Deputy Director.pdf](#)

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

**Aye:** 4 - Jones, Hayden, Croatt and Hartzheim

**Absent:** 1 - Van Zeeland

[24-1546](#)

Approval to hire CP2 Consulting for the City of Appleton Strategic Guide Facilitation Services.

**Attachments:** [Strategic Planning RFP Memo.pdf](#)  
[CP2 Strategic Plan Proposal.pdf](#)

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

**Aye:** 3 - Jones, Hayden and Croatt

**Nay:** 1 - Hartzheim

**Absent:** 1 - Van Zeeland

## 7. Information Items

[24-1547](#)

General Safety Policy Update.

**Attachments:** [General Safety Policy S&B 2024.pdf](#)  
[Ergonomics Policy S&B.pdf](#)

**This Presentation was received and filed**

[24-1548](#)

Accident and Incident Reporting Investigation Policy Update.

**Attachments:** [Accident and Incident Reporting Investigation Policy SB 2024.pdf](#)

**This Presentation was received and filed**

[24-1549](#)

Recruitment Status Report through 12/4/24.

**Attachments:** [RSR 120424.pdf](#)

**This Presentation was received and filed**

## 8. Adjournment

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

**Aye:** 4 - Jones, Hayden, Croatt and Hartzheim

**Absent:** 1 - Van Zeeland