

		HR Committee Working Action Agenda					<i>Revision Date: 02/24/2014</i>	
Project	Status	Projected Resolution Date	Dates Critical	Process Point	Committee/Council Accountability	Action Needed	NOTES	
				*Pending *Stalled	*Active *Complete	*Informational *Direction *RATIFICATION	<i>Note: Items involving contract negotiations or arbitrations may need closed session discussion prior to Committee and Council action.</i>	
Valley Transit:								
Mediation	Closed	6/5/2013	5/20/13 HR & 6/5/13 Council	Complete	Discuss and vote on Contract settlement as presented.	Ratification	Settlement reached. Union Ratification 5-19-13. Closed session at HR 5-20-13. Waiting for Council Ratification	
Prohibited Practice	Closed	6/5/2013	6/5/2013	Complete	Discuss	Ratification	W/D by union with contract ratification	
Grievance #2012-005 (7.5 hour rest period)	Closed	5/10/2013	3/19/2013	Complete	Discuss	Informational	W/D by union	
Grievance #2012-006 (Class Action-Sideletter elimination)	Closed	6/5/2013	6/5/2013	Complete	Discuss	Ratification	Resolved with contract ratification	
Grievance #2013-001 (Split position)	Closed	5/9/2013	4/29/2013	Complete	Discuss	Informational	W/D by union	
Grievance #2013-002 (Overtime)	Closed			Complete		Informational	W/D by Union	
Grievance #2013-003 (Discipline)	Closed			Complete		Informational	Settled	
Grievance #2013-004 (7.5 hour rest period)	Open			Pending		Informational	Parties have met and discussed-considering resolution	
Grievance #2014 (7.5 hour rest period)	Open			Pending		Informational	Parties have met and discussed-considering resolution	
Appleton Professional Police Association:								
Grievance #13-001 (Proration of benefits-LOA)	Closed			Complete		Informational	Settled	
Grievance #13-002 (New hire WRS)	Closed	12/31/2013		Complete	Discuss	Informational	APPA Prevailed-City must pay employee portion of WRS for 2013.	
Bargaining-2014 Police								
Prep Phase	Closed	1/1/2014		Complete	Discuss and provide direction	Direction	Direction provided-pending ratification of contract	
Open Bargaining	Closed		6/30/2013	Complete			Educational session with HR Committee on Strategy-	
Active Bargaining	Closed		9/1/2013	Complete			Opening session scheduled for 10/03/2013	
Final Contract	Closed		10/01/2013-11/30/2013	Complete			Parties reached tentative agreement/settlement	
	Closed	11/20/13 Council	11/11/2013 HR	Complete		Ratification	HR Committee ratification 11/11/2013	
AFSCME (Water and Waste Water)								
Unit Clarification/Petition for Election	Closed	1/1/2014		Complete	Discuss	Informational	Unit Certified-can bargain over base wages up to CPI-will need direction on approach. Opening session scheduled with unit on August 27, 2013.	
Bargaining-2014								
Prep Phase	Closed	1/1/2014		Complete	Discuss and provide direction	Direction	Direction provided	
Open Bargaining	Closed			Complete			Initial Meeting with Union 8/27/13	
Active Bargaining	Closed			Complete				

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Final Contract	Closed			Complete			Contract approved with 1.66% across the board adjustment
Utilities Staffing	Open	3/31/2014	02/24/14 HR Committee	Active	Discuss and provide direction	Direction	Begin discussion with HR committee on Utilities staffing and employee retention.
Appleton Professional Fire Fighters-Local #257							
Bargaining-2014	Closed	1/1/2014		Complete	Discuss and provide direction	Direction	Direction provided-pending ratification of contract
Prep Phase	Closed		6/30/2013	Complete			Educational session with HR Committee on Strategy-
Open Bargaining	Closed		9/1/2013	Complete			Open session scheduled for September 12, 2013.
Active Bargaining	Closed		10/01/2013-11/30/2013	Complete			Parties reached tentative agreement/settlement
Final Contract	Closed	11/20/13 Council	11/11/2013 HR	Complete		Ratification	HR Committee ratification 11/11/2013
Compensation Plan							
Comp Plan Framework (Grade order listing)	Closed	5/15/2013	05/06/2013 HR	Complete	Discuss and vote	Ratification	Council ratified May 15, 2013
Steering Team:							
Review Survey Data	Closed	5/21/2013		Complete			Decide & recommend strategy. Strategy recommended for establishment of Control Point and direction provided to Consultant.
Review Benefits Data	Closed	6/19/2013	6/10/2013 HR	Complete			Decide and recommend strategy. Strategy and data provided to Council
Recommend final policy	Closed	9/18/2013	9/9/13 HR	Complete		Ratification	Council ratified 9/18/2013
Final Compensation Plan	Closed	9/4/2013	08/26/2013 HR	Complete	Discuss and vote	Ratification	Plan approved by Council 9/4/13
Implementation	Closed			Complete		Ratification	Council approved 9/4/13
Compression	Closed			Complete		Ratification	Council Approved
Non-Benefit Pay Plan	Closed	12/18/2013		Complete	Discuss and vote	Ratification	Council Approved
Seasonal Pay Plan	Closed	12/18/2013		Complete	Discuss and vote	Ratification	Council Approved
Consultant:							
Calculate Control Point	Closed	6/3/2013	6/10/2013 HR	Complete	Discuss and vote	Ratification	Council approved Control Point Recommendations
HR Staff Review Consultant Recommendation	Closed	6/19/2013	6/10/2013 HR	Complete	Discuss and vote	Ratification	Council approved Control Point Recommendations

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Request for Reviews (1st step appeals)	Closed	11/30/2013		Complete		Informational	51 Request for Reviews were made by employees and submitted to the Consultant for Review
Policy Team:							
Review policy and appeals process	Closed			Complete			Team reached consensus on pay plan recommendation- recommendation moving to Steering Committee.
Mayor:							
Employee Compensation Appeals	Closed	2/14/2014	1/22/2014, 1/23/2014 and 1/29/2014	Complete		Informational	16 formal employee appeals to Mayor. Results of appeals will be reported out to Committee and Council.
Compensation Review Team	Open	12/31/2014		Stalled		Informational	Team assembled to review progress of PE system, new compensation plan and salary administration policy. How are things going? Do we need to make any adjustments?
Performance Management System	OPEN		02/10/2014 HR Committee	Active		Informational	Ongoing training and enhancement of PE system
Health Insurance Planning and Administration							
Strategic Impact Study Update #1	Closed	6/19/2013	06/19/13 Council	Complete		Informational	Update to Council on HCR completed
Strategic Impact Study Update #2	Closed	9/4/2013	09/04/13 Council	Complete		Informational	Update to Council on HCR completed
Strategic Impact Study Update #3	Closed	2/19/2014	02/19/14 Council	Complete		Informational	Update to Council on HCR completed
2015 Health Plan Options	Open	3/31/2014	02/24/14 HR Committee	Active	Discuss and provide direction	Need direction	Begin discussion with HR Committee on 2015 and future health insurance options.
Policy Updates:							
Complaint Procedure	Closed	6/30/2013	07/15/13 HR	Complete		Ratification	Council Ratified
Electronic Communication	Closed	6/30/2013	07/15/13 HR	Complete		Ratification	Council Ratified
I-9	Closed	6/30/2013	07/15/13 HR	Complete		Ratification	Council Ratified
Code of Conduct	Closed	6/30/2013	7/15/13 HR	Complete		Ratification	Council Ratified
Salary Administration	Closed	6/30/2013	09/09/13 HR	Complete		Ratification	Council Ratified
Asbestos	Closed	9/30/2013	08/12/13 HR	Complete		Ratification	Council Ratified
Risk Management	Closed	9/30/2013	09/09/13 HR	Complete		Ratification	Council Ratified
Valley Transit-Drug Free Workplace Act	Closed	9/30/2013	09/09/13 HR	Complete		Ratification	Council Ratified
Trenching & Excavation	Closed	9/30/2013	08/12/13 HR	Complete		Ratification	Council Ratified
Goal/Development	OPEN	3/31/2014	01/13/14 HR	Active		Ratification	HR Staff Reviewing
Forklift	Closed	9/30/2013	08/12/13 HR	Complete		Ratification	Council Ratified

