



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, April 23, 2025

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership

Present: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin

4. Approval of minutes from previous meeting

[25-0399](#)

Minutes 12/11/2024.

Attachments: [Minutes 12.11.24.pdf](#)

**Jones moved, seconded by Hayden, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin

5. Public Hearing/Appearances

6. Action Items

[25-0400](#)

Request to Elect Vice Chair.

Aldersperson Wolff nominated as Vice-Chair.

Aye: 3 - Hayden, Wolff and Stancil-Martin

Nay: 2 - Hartzheim and Jones

[25-0401](#)

Request to Set Meeting Date and Time.

Meeting date and time will remain Wed. at 6:30 PM.

Aye: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin

[25-0402](#)

Request to Designate Contact Person.

Contact person will be Kasie Lemerand, Dir. Ratchman will be backup.

Aye: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin

[25-0403](#)

Request to Approve Changes to the CED Table of Organization.

Attachments: [ComDev_AdministrativeReorganization_Memo.pdf](#)
[ComDev_TO_AdminReorg.pdf](#)
[Administrative&AccountingServicesSpecialist_JD_Final.pdf](#)

ComDev not CED.

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

Aye: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin

[25-0404](#)

Request to Approve Social Media Policy.

Attachments: [Social Media Policy.pdf](#)

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

Aye: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin

[25-0405](#)

Request to Approve Changes to the Fringe Benefits Policy.

Attachments: [Fringe Benefit Policy 11.2024 S&B.pdf](#)

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

Aye: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin

7. Information Items

[25-0406](#)

ERP Conversion Update.

Attachments: [2025 ERP Conversion Update.pdf](#)

This Presentation was received and filed

[25-0407](#)

APD Staffing Study Update.

This Presentation was received and filed

[25-0408](#)

Valley Transit Staffing Update.

This Presentation was received and filed

[25-0409](#)

Fire Negotiations.

This Presentation was received and filed

[25-0410](#)

Recruitment Status Report through 4/17/2025.

Attachments: [RSR 041725.pdf](#)

This Presentation was received and filed

8. Adjournment

**Hayden moved, seconded by Wolff, that the meeting be adjourned. Roll Call.
Motion carried by the following vote:**

Aye: 5 - Hartzheim, Jones, Hayden, Wolff and Stancil-Martin