



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes Human Resources & Information Technology Committee

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Wednesday, December 11, 2024

6:30 PM

Council Chambers, 6th Floor

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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/Apearances

### 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