		HR Committee Working Action Agenda				Revision Date: 02/10/2014		
Project	Status	Projected Resolution Date	Dates Critical	Process Point	Committee/Council Accountability	Action Needed	NOTES	
				*Pending *Active *Stalled *Complete		*Informational *Direction *RATIFICATION	Note: Items involving contract negotiations or arbitrations may need closed session discussion prior to Committee and Council action.	
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 #2013-001 (Split position)	Closed Closed	6/5/2013 5/9/2013	6/5/2013 4/29/2013	Complete Complete	Discuss	Ratification Informational	Resolved with contract ratification 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	Closed	1/1/2014		Complete	Discuss and provide direction	Direction	Direction provided-pending ratification of contract	
Prep Phase	Closed		6/30/2013	Complete			Eductational session with HR Committee on Strategy-	
Open Bargaining	Closed		9/1/2013	Complete			Opening session scheduled for 10/03/2013	
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	
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	Closed	1/1/2014		Complete	Discuss and provide direction	Direction	Direction provided	
Prep Phase	Closed	2, 2, 2021		Complete	p. o. ide direction	c c c		
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
Appleton Professional Fire Fighters-Local #257							
Daggining 2014	Classed	1/1/2014		Complete	Disasses and musciide disastics	Dispetion	Direction was ideal and discountification of contract
Bargaining-2014 Prep Phase	Closed	1/1/2014	6/30/2013	Complete	Discuss and provide direction	Direction	Direction provided-pending ratification of contract Eductational session with HR Committee on Strategy-
Open Bargaining	Closed Closed		9/1/2013	Complete 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		11/20/13 Council				Ratification	
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	Coundil 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
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:							
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Review policy and appeals process	Closed			Complete			Team reached consensus on pay plan recommendation-recommendation moving to Steering Committee.	
Mayor:								-
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Employee Compensation Appeals	Open	2/14/2014	1/22/2014, 1/23/2014 and 1/29/2014	Active		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	Presentation to HR Committee - overview of system	
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Strategic Impact Study Update #1	Closed	6/19/2013	06/19/13 Council	Active		Informational	Update to Council on HCR completed	
Strategic Impact Study Update #2	Closed	9/4/2013	09/04/13 Council	Active		Informational	Update to Council on HCR completed	
Strategic Impact Study Update #3	OPEN	2/19/2014	02/19/14 Council	Active		Informational	Update to Council on HCR	
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	
Training & Development	OPEN	3/31/2014	01/13/14 HR	Active		Ratification	HR Staff Reviewing	
HIPAA	OPEN	3/31/2014	01/13/14 HR	Active		Ratification	HR Staff Reviewing	
Attendance	OPEN	3/31/2014	01/13/14 HR	Active		Ratification	HR Staff Reviewing	
Media	OPEN	3/31/2014	01/13/14 HR	Active		Ratification	HR Staff Reviewing	
Conditions of Employment	Closed	12/31/2013	01/13/14 HR	Complete			Policy updated last year-not up for review	
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Ongoing Recruitment Processes	OPEN			Active		Informational	Please refer to the Recruitment Status Report	
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Ongoing Training and Staff Development	OPEN			Active		Informational	Please refer to the 2014 Budget for objectives	
								+
HealthSmart Initiatives	OPEN			Active		Informational	Ongoing-will discuss 2014 objectives with Committee	