



City of Appleton

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

Meeting Agenda Human Resources Committee

Monday, November 24, 2014

5:15 PM

Council Chambers, 6th Floor

THIS MEETING IS REVISED TO MEET EARLIER AT 5:15

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

[14-1884](#) Minutes from 10-20-14

Attachments: [Minutes 10-20-14.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[14-1999](#) Request to approve table of organization changes for Parks, Recreation & Facilities Management. New Golf Course Clubhouse Supervisor to report directly to Golf Course Superintendent. Create Deputy Director position upon vacancy of Parks Planner/Liaison position. Change two seasonal recreational positions to two part-time Recreation Coordinator positions.

Attachments: [Park Rec & Facility reorg 11-24-14.pdf](#)

[14-2000](#) Request to approve change in supervisor report for an Administrative Support Specialist at police to a Lieutenant position.

Attachments: [APD Reorganziation memo.pdf](#)

[14-2006](#) Request to approve Valley Transit reorganization to replace a full time Operations Supervisor with two full time Road Supervisor positions.

Attachments: [VT reorg 11-24-14.pdf](#)

6. Information Items

- [14-2001](#) HR working action agenda 11-24-14
Attachments: [HR Committee Working Action Agenda 11-24-14.xls](#)
- [14-1996](#) Recruitment Status Report 11-20-14
Attachments: [RSR thru 11-21-14.doc](#)
- [14-1883](#) Director Update on Policy Questions raised at 10/20/2014 meeting:
Blood Borne Pathogens
References, Backgrounds and Polygraphs
Card Access Key and Identification Badge Policy
- [14-1997](#) Changes to Flag Lowering Policy
Attachments: [Flag Lowering Policy.pdf](#)
- [14-1998](#) Changes to Record Retention Policy
Attachments: [Record Retention Policy.pdf](#)
- [14-2002](#) Changes to the Seasonal Employment policy.
Attachments: [Seasonal Employment 11-24-14.pdf](#)
- [14-2003](#) Changes to Employee Status policy.
Attachments: [Employee Status policy 11-24-14.pdf](#)
- [14-2004](#) Changes to the Fringe Benefits and Salary Administration for Part Time policy.
Attachments: [Fringe Benefit Policy for Part-time 11-24-14.pdf](#)

7. Adjournment

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

Questions on agenda contact Director Behnke at 920-832-6458.