



City of Appleton

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

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, February 13, 2019

6:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership

Aldersperson Spears arrived at 6:12pm

Present: 4 - Konezke, Spears, Baranowski and Raasch

Excused: 1 - Baker

3. Approval of minutes from previous meeting

[18-1670](#)

Request to approve minutes from 10/24/18 and 11/7/18 meetings.

Attachments: [Minutes 10-24-18.pdf](#)

[Minutes 11-7-18.pdf](#)

Baranowski moved, seconded by Raasch, that the minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Konezke, Baranowski and Raasch

Excused: 1 - Baker

Absent: 1 - Spears

4. **Public Hearings/Appearances**

5. **Action Items**

[19-0146](#)

Request to approve Legal Services Department to eliminate position of Elections Clerk and replace it with an Administrative Support Specialist.

Attachments: [Clerk Re-org. Memo 2019.pdf](#)

[Legal Services TO draft 2-1-18.pdf](#)

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

Aye: 3 - Konezke, Baranowski and Raasch

Absent: 2 - Spears and Baker

[19-0147](#)

Request approval of the Police Department reorganization to remove one Communication Specialist and add a Forensic Evidence Specialist along with the approval of changes to divisional titles and restructuring of divisions.

Attachments: [Police Table of Org Modification Request Feb 2019.pdf](#)
[Police TO draft 2-7-19.pdf](#)

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

Aye: 3 - Konezke, Baranowski and Raasch

Absent: 2 - Spears and Baker

6. Information Items

[19-0149](#)

I.T. updates on projects:

- * ERP
- * Granicus
- * Fiber - Jones Park
- * Camera systems
- * Hardware upgrades

This update was presented

[18-1678](#)

Appleton Housing Authority Memorandum of Understanding agreement.

Attachments: [Appleton Housing Authority Insurance MOU 2018.pdf](#)

This MOU was presented

[19-0210](#)

Connecting Care Clinic 2018 annual report

Attachments: [CCC Q4 2018.pdf](#)

This annual report was presented

[19-0208](#)

2018 Human Resources end of year budget report

Attachments: [HR 2018 EOY Report.pdf](#)

This EOY budget was presented

[19-0209](#)

Transition of Greg Biese of Associated Benefits and Risk Consulting to new agent.

This information was presented

[18-1667](#)

Changes to the Bloodborne Pathogens policy.

Attachments: [Bloodborne Pathogens Policy 2018 Strike Bold.pdf](#)

This policy was presented

[18-1668](#)

Changes to the Telecommuting policy.

Attachments: [Telecommuting Policy.pdf](#)

This policy was presented

[18-1669](#)

Changes to the Electronic Communication policy.

Attachments: [Electronic Communicaton Policy 11-2018.pdf](#)

This policy was presented

[19-0148](#)

Recruitment Status Report 2-8-19

Attachments: [RSR thru 2-7-19.pdf](#)

This report was presented

7. Adjournment

Baranowski moved, seconded by Spears, that the meeting adjourn at 6:46 be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Konetzke, Spears, Baranowski and Raasch

Absent: 1 - Baker