



# 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 9, 2020

6:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 4 - Thao, Fenton, Firkus and Martin

**Excused:** 1 - Van Zeeland

3. Approval of minutes from previous meeting

[20-1614](#)

Minutes from 10-14-2020

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

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

4. **Public Hearings/Appearances**

5. **Action Items**

[20-1598](#)

Approve renewal of the MOA with AHA that continues allowing their participation in the dental, life, long term disability insurance and voluntary insurance plans through December 31, 2022; and allows participation in the City's medical plan through December 31, 2021 2022at which time AHA's participation in the City's medical plan will conclude.

**Attachments:** [App Housing Authority Contract Terms memo.pdf](#)  
[AHA History.pdf](#)

*Amendment: Approve renewal of the MOA with AHA that continues allowing their participation in the dental, life, long term disability insurance and voluntary insurance plans through December 31, 2022; and allows participation in the City's medical plan through December 31, 2022 at which time AHA's participation in the City's medical plan will conclude.*

**Fenton moved, seconded by Firkus, that the Report Action Item be amended.**

**Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

[20-1599](#)

Approve ratification of the Valley Transit 2021-2023 Labor Agreement with the following wage increases:  
Across the board adjustments of:  
1% April 1, 2021  
1% October 1, 2021  
2% January 1, 2022  
2% January 1, 2023

One time lump sum payment of \$.25/hour for all hours worked in 2020 for all Drivers, Communication Technicians and Utility Workers.  
Create Master Mechanic and Lead Driver classifications.

**Attachments:** [VT Teamster Contract TA 2021-2023.pdf](#)

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

[20-1605](#)

Approve Public Works to over hire Professional Engineer position.

**Attachments:** [DPW overhire engineer.pdf](#)

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

[20-1609](#)

Approve exception to the Salary Administration Policy to allow for a 1.5% across the board adjustment in lieu of pay for performance for year-end 2020.

**Attachments:** [Salary Administration Policy Exception.pdf](#)

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

[20-1610](#)

Approve the 2021 Seasonal Salary Schedule with a 1.5% increase.

**Attachments:** [2021 Seasonal Salary Schedule.pdf](#)

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

[20-1611](#)

Approve extension of the Emergency Sick Leave Policies for Emergency and Non-Emergency Responders through June 30, 2021.

**Attachments:** [Emergency Sick Leave Extension.pdf](#)

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland

[20-1615](#)

The committee will meet in closed session to discuss status of labor negotiations pursuant to the exemptions contained in State Statutes 19.85(1)(c) and (e). The committee will then reconvene into an open session and conduct further business.

*Closed session was not needed*

## 6. Information Items

[20-1612](#)

Police table of organization modification

**Attachments:** [Police TO Modification request2.pdf](#)  
[Police TO change Diverse & Resilent letter.pdf](#)  
[Police TO change Harbor House letter.pdf](#)

**This modification was received and filed**

[20-1613](#)

Employee assistance program

**Attachments:** [EAP.pdf](#)

**This Presentation was received and filed**

[20-1596](#)

Recruitment Status Report 12-3-20

**Attachments:** [RSR thru 12-3-20.pdf](#)

**This Report was received and filed**

## 7. Adjournment

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

**Aye:** 4 - Thao, Fenton, Firkus and Martin

**Absent:** 1 - Van Zeeland