



Meeting Agenda - Final
Human Resources & Information Technology Committee

Wednesday, April 27, 2022

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[22-0561](#) Minutes 3/23/22
Attachments: [Minutes 3.23.22.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [22-0573](#) Request to elect a Vice-Chair.
- [22-0562](#) Request to approve to add a Safety and Compliance Specialist position to the table of Organization at Valley Transit.
Attachments: [VT Safety Officer Memo.pdf](#)
[VT Safety and Compliance Specialist JD.pdf](#)
[Valley Transit Draft TO 4-21-22.pdf](#)
- [22-0564](#) Request to approve the Fire department to change the Civilian Fire Protection Engineer to a Public Education Specialist/Civilian Fire Inspector.
Attachments: [Fire Memo TO Change 4.27.22.pdf](#)
[Public Education Specialist Civilian Fire Inspector.pdf](#)
- [22-0570](#) Request to approve the addition of .20 FTE HR/IT Administrative Support Assistant in the Information Technology Department.
Attachments: [2022 Request for IT Administrative Support Assistant.pdf](#)
[2022 HR IT Admin JD.pdf](#)
[2022 Information Technology TO Draft 4-27-22.pdf](#)

6. Information Items

[22-0577](#) Update on IT Infrastructure, Systems, and Vulnerability Assessment.

Attachments: [2022 Assessment Update.pdf](#)

[22-0569](#) Changes to General Safety Policy.

Attachments: [General Safety Policy \(with updates\).pdf](#)

[22-0575](#) Set meeting date and time and designate contact person.

[22-0567](#) Recruitment Status Report 4/21/22.

Attachments: [RSR 4.21.22.pdf](#)

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

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

Questions on agenda contact Jay Ratchman 920-832-6427.