



# City of Appleton

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

## Meeting Minutes Human Resources & Information Technology Committee

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Wednesday, July 26, 2017

6:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 5 - Konezke, Plank, Spears, Coenen and Baker

3. Approval of minutes from previous meeting

**Coenen moved, seconded by Plank, that the be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Konezke, Plank, Coenen and Baker

**Abstained:** 1 - Spears

[17-1057](#)

Minutes from 6/14/17

**Attachments:** [Minutes 6-14-17.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[17-1059](#)

Request to approve Public Works reorganization to create a Lead Clerical position and move the clerical staff supervision under the Assistant City Engineer.

**Attachments:** [DPW TO reorganization 7-11-17.pdf](#)

**Coenen moved, seconded by Spears, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Konezke, Plank, Spears, Coenen and Baker

[17-1062](#)

Request to approve new Bone Marrow and Organ Donation Leave policy

**Attachments:** [Bone Marrow and Organ Donation Leave Policy.pdf](#)

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

**Aye:** 5 - Konezke, Plank, Spears, Coenen and Baker

## 6. Information Items

- [17-1156](#) 2017 Information Technology mid year budget report  
***Attachments:*** [Information Technology Department 2017 Mid-Year Report.pdf](#)  
This Presentation was received and filed
- [17-1139](#) Human Resources mid year budget report  
***Attachments:*** [2017 HR Mid Year Report.pdf](#)  
This Presentation was received and filed
- [17-1063](#) Changes to the Ergonomic Policy  
***Attachments:*** [Ergonomics Policy.pdf](#)  
This Presentation was received and filed
- [17-1064](#) Changes to the Exit Interview policy.  
***Attachments:*** [EXIT INTERVIEW.pdf](#)  
This Presentation was received and filed
- [17-1065](#) Changes to the Workplace Violence policy  
***Attachments:*** [Workplace Violence 2017.pdf](#)  
This Presentation was received and filed
- [17-1140](#) Changes to Aerial Bucket policy.  
***Attachments:*** [Aerial Bucket strike and bold 3-2017.pdf](#)  
This Presentation was received and filed
- [17-1141](#) Changes to COBRA Administration policy.  
***Attachments:*** [COBRA Policy draft 2017.pdf](#)  
This Presentation was received and filed

[17-1142](#)

Changes to Hearing Conservation policy

**Attachments:** [Hearing Conservation Policy strike and bold 3-2017.pdf](#)

**This Presentation was received and filed**

[17-1058](#)

Recruitment Status Report 7/21/17

**Attachments:** [RSR thru 7-21-17.pdf](#)

**This Presentation was received and filed**

## 7. Adjournment

**Coenen moved, seconded by Spears, that the meet adjourn be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Konezke, Plank, Spears, Coenen and Baker