



# 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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Monday, February 20, 2017

5:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 4 - Konezke, Jirschele, Plank and Spears

**Excused:** 1 - Baranowski

3. Approval of minutes from previous meeting

[17-118](#)

Minutes from 1/9/17

**Attachments:** [Minutes 1-9-17.pdf](#)

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

**Aye:** 4 - Konezke, Jirschele, Plank and Spears

**Excused:** 1 - Baranowski

4. **Public Hearings/Appearances**

5. **Action Items**

[17-215](#)

Request to approve Police Department reorganization for the following:

- Change title of Police Communication Technician to Police Communication Specialist
- Move one Communication Specialist to an Administrative Support Specialist position
- Move supervision of Communication Specialists from a Lieutenant to Administrative Services Supervisor
- Move Administrative Services Supervisor supervision from Captain to Assistant Chief

**Attachments:** [Police Table of Org Modification Request 2-20-17.pdf](#)  
[Police TO Draft 2-20-17.pdf](#)

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

**Aye:** 4 - Konezke, Jirschele, Plank and Spears

**Excused:** 1 - Baranowski

[17-216](#)

Request to approve Fire Department reorganization as follows:

- Merge the current two Battalion Chiefs of Training and Special Operations to one Battalion Chief of Resource Development and Special Operations
- Create a Civilian Training and Resource Development Specialist
- Reduce the number of Captains from 8 to 6 and increase the number of Lieutenants from 13 to 15

**Attachments:** [Fire Department Reorganization - February 2017.pdf](#)  
[Fire TO existing.pdf](#)  
[Fire TO proposed 2017.pdf](#)

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

**Aye:** 4 - Konezke, Jirschele, Plank and Spears

**Excused:** 1 - Baranowski

[17-214](#)

Request to approve reorganization for Valley Transit to change 4 part time drivers to variable part time drivers.

**Attachments:** [VT Request to Change T.O. 02.20.2017.pdf](#)

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

**Aye:** 4 - Konezke, Jirschele, Plank and Spears

**Excused:** 1 - Baranowski

## 6. Information Items

[17-120](#)

Notification of change of record keeper services for the employee 457 deferred compensation program from Nationwide Retirement Solutions to Voya Financial.

**Attachments:** [deferred comp plan memo.pdf](#)

**This Presentation was received and filed**

[17-119](#)

Changes to the Fringe Benefit Policy for Part Time Employees

**Attachments:** [Fringe Benefit Policy for Part-time Draft 2017.pdf](#)

**This Presentation was received and filed**

[17-121](#)

Changes to the Conditions of Employment Policy

**Attachments:** [CONDITIONS OF EMPLOYMENT Strike and Bold February 2017.pdf](#)

**This Presentation was received and filed**

[17-117](#)

Recruitment Status Report 2/17/17

**Attachments:** [RSR thru 2-17-17.pdf](#)

**This Presentation was received and filed**

## 7. Adjournment

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

**Aye:** 4 - Konezke, Jirschele, Plank and Spears

**Excused:** 1 - Baranowski