



City of Appleton

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

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, March 11, 2020

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Spears, Van Zeeland, Thao, Siebers and Fenton

3. Approval of minutes from previous meeting

[20-0352](#)

Minutes from 2-12-2020

Attachments: [Minutes 2-12-20.pdf](#)

Siebers moved, seconded by Fenton, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 4 - Van Zeeland, Thao, Siebers and Fenton

Abstained: 1 - Spears

4. Public Hearings/Appearances

5. Action Items

[20-0354](#)

Request to award Heartland Business Solutions the contract to purchase and implement a new Audio Visual (AV) system for Fire and Police. The amount requested is \$89,628.50 with a 10.4% contingency for a total of \$100,000.

Attachments: [AFD - APD AV Memo.pdf](#)

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

Aye: 5 - Spears, Van Zeeland, Thao, Siebers and Fenton

[20-0355](#)

Request to award Heartland Business Solutions the contract to purchase and implement a new Audio Visual (AV) system for Council Chambers. The amount requested is \$89,937.81 with a 10% contingency for a total of \$100,000.

Attachments: [Council Chambers AV Memo.pdf](#)

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

Aye: 5 - Spears, Van Zeeland, Thao, Siebers and Fenton

[20-0358](#)

Request approval to over hire a Master Electrician in the Department of Public Works for approximately 30 days with an estimated fiscal impact of \$8,400.

Attachments: [DPW Overhire Master Electrician 3-11-20.pdf](#)

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

Aye: 5 - Spears, Van Zeeland, Thao, Siebers and Fenton

[20-0384](#)

Request approval to over hire a Health Officer in the Health Department for approximately 30 days with an estimated fiscal impact of \$12,000.

Attachments: [Health Officer over hire.pdf](#)

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

Aye: 5 - Spears, Van Zeeland, Thao, Siebers and Fenton

6. Information Items

[20-0356](#)

2019 Pay for Performance data

Attachments: [2020 P4P data report.pdf](#)

This informational item was presented

[20-0357](#)

Library Table of Organization change deleting 1-.5 Library Page Clerk, 1-.5 Library Clerk and 1-FTE Operations Clerk and adding 1-FTE Library Safety Supervisor and \$15,000 to Operations Part-Time sub budget.

Attachments: [Library TO Change information March 2020 memo.pdf](#)
[Library Safety Supervisor position.pdf](#)
[Library draft TO 2-15-20.pdf](#)
[Library June 2019 memo.pdf](#)
[Library January 2018 memo.pdf](#)

This informational item was presented

[20-0381](#)

Connecting Care Clinic Quarter 4, 2019 Utilization results

Attachments: [Connecting Care Clinic Q4 2019.pdf](#)

This informational item was presented

[20-0353](#)

Recruitment Status Report 3-5-2020

Attachments: [RSR thru 3-5-20.pdf](#)

This informational item was presented

7. Adjournment

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

Aye: 5 - Spears, Van Zeeland, Thao, Siebers and Fenton