



City of Appleton

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

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, July 11, 2018

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 3 - Konezke, Spears and Raasch

Excused: 2 - Baker and Baranowski

3. Approval of minutes from previous meeting

[18-0991](#)

Minutes from 6-13-18

Attachments: [Minutes 6-13-18.pdf](#)

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

Aye: 3 - Konezke, Spears and Raasch

Excused: 2 - Baker and Baranowski

4. **Public Hearings/Appearances**

5. **Action Items**

[18-0989](#)

Request to update the H.R. department table of organization to move the Risk Manager position to report directly to the Deputy Director.

Attachments: [Human Resources TO change.pdf](#)

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

Aye: 3 - Konezke, Spears and Raasch

Absent: 2 - Baker and Baranowski

[18-0988](#)

Request to update Recruitment Selection Policy.

Attachments: [Recruitment and Selection 7-1-18.pdf](#)

*Motion to amend: delete: "Once approved by HR" and add:
"Once the appropriate documentation is received"...the process will move to ...*

Raasch moved, seconded by Spears, that the Report Action Item be amended.

Roll Call. Motion carried by the following vote:

Aye: 3 - Konezke, Spears and Raasch

Absent: 2 - Baker and Baranowski

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

Aye: 3 - Konezke, Spears and Raasch

Absent: 2 - Baker and Baranowski

6. Information Items

[18-0997](#)

Information Technology update:

SAN Project

ERP

Office 365

Blue Ramp and Jones Park Fiber

Budget Update

CAD (Spillman Project)

This Presentation was received and filed

[18-0985](#)

Changes to the Nursing Mothers policy.

Attachments: [Nursing Mothers policy 2018.pdf](#)

This Presentation was received and filed

[18-0986](#)

Changes to the FLSA policy.

Attachments: [FLSA Policy 2018.pdf](#)

This Presentation was received and filed

[18-0987](#)

Changes to FMLA policy.

Attachments: [Family Medical Leave Act revised 5 2018-FMLA_a.pdf](#)

This Presentation was received and filed

[18-0992](#)

Recruitment Status Report 7-6-18

Attachments: [RSR thru 7-5-18.pdf](#)

This Presentation was received and filed

7. Adjournment

Spears moved, seconded by Raasch, that the meeting adjourn be approved.

Roll Call. Motion carried by the following vote:

Aye: 3 - Konezke, Spears and Raasch

Absent: 2 - Baker and Baranowski