



City of Appleton

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

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, December 8, 2021

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Aldersperson Thao attended meeting virtually.

Present: 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

3. Approval of minutes from previous meeting

[21-1651](#)

Minutes from 10/13/2021

Attachments: [Minutes 10-13-21.pdf](#)

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

Aye: 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

4. **Public Hearings/Appearances**

[21-1657](#)

Introduction new Information Technology Director - Corey Popp

This Appearance was presented

5. **Action Items**

[21-1652](#)

Request to approve the 2022 Non Represented salary schedule with a 1.25% increase.

Attachments: [2022 Non Rep Salary Schedule.pdf](#)

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

Aye: 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

[21-1653](#)

Request to approve the 2022 Seasonal salary schedule with a 1.25% increase.

Attachments: [2022 Seasonal pay plan.pdf](#)

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

Aye: 4 - Thao, Fenton, Alfheim and Hartzheim

Nay: 1 - Smith

[21-1654](#)

Approve exception to the Salary Administration Policy to allow for a 2.5% across the board adjustment in lieu of pay for performance for year-end 2021.

Attachments: [Salary Admin Policy Exception.pdf](#)

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

Aye: 4 - Thao, Fenton, Alfheim and Hartzheim

Abstained: 1 - Smith

[21-1656](#)

Request to eliminate the Attendance Policy and incorporate language into the Code of Conduct Policy.

Attachments: [Code of Conduct policy.pdf](#)

[Attendance Policy.pdf](#)

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

Aye: 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

[21-1658](#)

Request to eliminate current Travel Policy and replace with TravelWise Guidelines

Attachments: [Travel Wise Guidelines 2021.pdf](#)

[Travel Policy FINAL.pdf](#)

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

Aye: 5 - Thao, Fenton, Alfheim, Hartzheim and Smith

6. Information Items

[21-1655](#)

Recruitment Status Report 12/2/21

Attachments: [RSR thru 12-2-21.pdf](#)

This Report was received and filed

7. Adjournment

Smith moved, seconded by Hartzheim, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Thao, Fenton, Alfheim, Hartzheim and Smith