



City of Appleton

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

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, September 14, 2022

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 3 - Thao, Fenton and Hartzheim

Excused: 2 - Alfheim and Croatt

3. Approval of minutes from previous meeting

[22-1099](#)

Minutes 7/27/22.

Attachments: [Minutes 7.27.22.pdf](#)

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

Aye: 3 - Thao, Fenton and Hartzheim

Absent: 2 - Alfheim and Croatt

4. Public Hearings/Appearances

5. Action Items

[22-1135](#)

Request to over hire the Administrative Services Coordinator in the Parks, Recreation and Facilities Management Department.

Attachments: [2022 Administrative Coordinator Overhire \(1\).pdf](#)

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

Aye: 3 - Thao, Fenton and Hartzheim

Absent: 2 - Alfheim and Croatt

[22-1149](#)

Request to Reclassify Facilities Support Specialist to Assistant Facilities Manager and Administrative Assistant to Marketing and Community Engagement Coordinator.

Attachments: [2022 Reorganization of Parks Recreation and Facilities Management \(3\).pdf](#)
[Assistant Facilities Manager - DG.pdf](#)
[MCEC.pdf](#)

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

Aye: 3 - Thao, Fenton and Hartzheim

Absent: 2 - Alfheim and Croatt

[22-1140](#)

Request to approve Alderperson salaries.

Attachments: [HR-IT - Alderperson Raises Deadlines 8-30-22 - Updated 2022 \(2\).pdf](#)
[Alderperson Compensation Survey 2022.pdf](#)
[Elected Alderperson Salaries.pdf](#)

Hold to October 26 HR-IT Meeting

Hartzheim moved, seconded by Fenton, that the Report Action Item be held until 10/26. Roll Call. Motion carried by the following vote:

Aye: 3 - Thao, Fenton and Hartzheim

Absent: 2 - Alfheim and Croatt

6. Information Items

[22-1096](#)

Valley Transit Driver Sign-on Bonus Program Update.

This Presentation was received and filed

[22-1095](#)

Proposed Library Table of Organization Change.

Attachments: [TO Change August 2022 action.pdf](#)

This Presentation was received and filed

[22-1094](#)

Human Resources Department Budget Dashboard.

Attachments: [HR Committee on mid-year metrics.pdf](#)
[20220915114915997.pdf](#)

This Presentation was received and filed

[22-1141](#)

System Analyst - CMS Position.

Attachments: [Systems Analyst CMS.pdf](#)

This Presentation was received and filed

[22-1142](#)

Recruitment Status Report 9/8/22.

Attachments: [RSR 9.08.22.pdf](#)

This Report was received and filed

7. Adjournment

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

Aye: 3 - Thao, Fenton and Hartzheim

Absent: 2 - Alfheim and Croatt