City of Waukesha

Meeting Agenda - Final

Human Resources Committee

Wednesday, September 19, 2018	**6:30 PM**	**Council Chambers, City Hall** **Use lower level glass door.**

1. Call To Order

2. Public Comment

3. Approval of Minutes

    ID#18-1378   Approval of the minutes from the August 15, 2018 meeting.

    Attachments: HR Minutes - 8-15-18 - DRAFT.pdf

4. Business Items

A.   ID#18-1186   Request of City Assessor Paul Klauck to review and act on the staffing and recommendation of funding of the Clerical Assistant position in the Assessor's Office.

    Attachments: Assessor - Clerical Assistant Coversheet 8-9-18.pdf

    Assessor Staffing Resolution.pdf

    Clerical Assistant-DRAFT - 7-19-18.docx

B.   ID#18-1399   Request to approve the revisions to HR Policy B-2 - Recruitment, Application, Selection of Applicants for Employment.

    Attachments: B2 Recruitment, and Selection of Applicants - DRAFT - 8-6-18.pdf

C.   ID#18-1385   Request to approve the revisions to HR Policy C-1 - Holidays.

    Attachments: C1 Holidays 2019-2020 Draft-7-26-18.pdf

D.   ID#18-1402   Request to approve the revisions to HR Policy D-3 - Employee Performance and Development Appraisals.

    Attachments: D3 - Employee Performance - DRAFT - 8-6-18.pdf

E.   ID#18-1391   Request to approve the revisions to HR Policy F-2 - Salary Plan and Administration.

    Attachments: F2 Salary Plan and Administration - 8-6-18 DRAFT.pdf

F.   ID#18-1409   Request to approve the revisions to HR Policy F-3 - Job Evaluation Plan.

    Attachments: F3-Job Evaluation Plan 8-6-18.pdf

5.. Adjournment

"A majority of the Council members may be in attendance"

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact Fred Abadi, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.