



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Human Resources Committee

Wednesday, February 16, 2022

6:00 PM

Council Chambers, City Hall

1. Call To Order

Present: 3 - Manion, Rodriguez and Wells

Absent: 2 - Browne and R. Lemke

2. Public Comment

No public comment.

3. Approval of Minutes

- A. [ID#22-3576](#) Approval of HR Committee Meeting Minutes - January 19, 2022

Attachments: [HR Committee Meeting Minutes 1-19-2022 Draft](#)

Approved by unanimous consent.

4. Business Items

- A. [ID#21-3273](#) Request to review and approve amendments to HR Policy B16 Staffing Resolution.

Attachments: [#21-3273 B16 Staffing Resolution Cover Letter, Policy and Job List](#)

Motion by Ald Wells, second by Ald Manion, to approve amendments to HR Policy B16 Staffing Resolution as presented.

Aye: 3 - Daniel Manion, Rodriguez and Wells

Absent: 2 - Browne and R. Lemke

- B. [ID#22-3577](#) Request to review and approve amendments to HR Policy C4 Benefits Election at Retirement.

Attachments: [#22-3577 C4 Benefits Election at Retirement Coverletter and Policy 2-23-22](#)

Motion by Ald Wells, second by Ald Manion, to approve amendments to HR Policy C4 Benefits Election at Retirement as presented.

Aye: 3 - Daniel Manion, Rodriguez and Wells

Absent: 2 - Browne and R. Lemke

- C. [ID#22-3578](#) Request to review and approve amendments to HR Policy C7 Employment Benefits.

Attachments: [#22-3578 C7 Employment Benefits Coverletter and Policy 2-23-22](#)

Motion by Ald Wells, second by Ald Manion, to place amendments to HR Policy C7 Employment Benefits on hold until next HR committee meeting.

Aye: 3 - Daniel Manion, Rodriguez and Wells

Absent: 2 - Browne and R. Lemke

5. Closed Session

Motion by Ald Manion, second by Ald Wells, to move to closed session.

Aye: 3 - Daniel Manion, Rodriguez and Wells

Absent: 2 - Browne and R. Lemke

- A. [ID#22-3579](#) Report to Council on the results of the 2021 City Administrator Annual Evaluation and City Administrator’s Direct Report 360 Feedback Survey summary.

Item held

Notice: Upon conclusion of the closed session, a motion will be made to reconvene in open session. Possible action on the matters discussed in closed session

- B. [ID#22-3585](#) Possible discussion and/or action on the 2021 City Administrator Annual Evaluation and City Administrator’s Direct Report 360 Feedback Survey summary.

Return from closed session. Closed session item to be moved to future HR meeting. Meeting must adjourn due to loss of quorum from a family emergency. Item held.

6. Adjournment

Adjourned at 6:36pm.

"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 the Public Works department, 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.