



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Human Resources Committee

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Wednesday, January 19, 2022

6:00 PM

Council Chambers, City Hall

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#### 1. Call To Order

**Present:** 4 - Manion, Browne, R. Lemke and Rodriguez

**Absent:** 1 - Wells

#### 2. Public Comment

**No public comment.**

#### 3. Approval of Minutes

- A. [ID#21-3269](#) Approval of HR Committee Meeting Minutes - November 17, 2021

**Attachments:** [MeetingMinutes 11-17-21 DRAFT](#)

**Approved by unanimous consent.**

#### 4. Business Items

- A. [ID#21-3270](#) Review format of the upcoming annual performance review of the City Administrator.

**Attachments:** [#21-3270 CA Evaluation Review Cover Sheet and Draft Eval](#)

**Motion by Ald Rodriguez, second by Ald Manion, to approve format of the upcoming annual performance review of the City Administrator with due date of Feb 3rd.**

**Aye:** 4 - Daniel Manion, Browne, R. Lemke and Rodriguez

**Absent:** 1 - Wells

- B. [ID#21-3271](#) Review of 360 Feedback Request for City Administrator evaluation process.

**Attachments:** [#21-3271 360 Feedback Coversheet and Draft Feedback Form](#)

**Motion by Ald Rodriguez, second by Ald Browne, to approve 360 Feedback Request for City Administrator evaluation process as presented with due date of Feb 3rd.**

**Aye:** 4 - Daniel Manion, Browne, R. Lemke and Rodriguez

**Absent:** 1 - Wells

- C. [ID#21-3272](#) Presentation of Circa (Milwaukee Jobs) subscription package usage and historic jobs data.

**Attachments:** [#21-3272 Circa-MKE Jobs Review Coverletter and Report Cards](#)

## 5. Adjournment

**Adjourned at 6:25pm.**

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

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