



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Human Resources Committee

---

Wednesday, April 14, 2021

6:00 PM

Committee Members: Council Chambers  
In Person (Limited Capacity) or Virtual

[https://waukesha-wi.zoom.us/webinar/register/WN\\_GiDd8nxjSom5uAXL\\_BsJLg](https://waukesha-wi.zoom.us/webinar/register/WN_GiDd8nxjSom5uAXL_BsJLg)

To call -888 788 0099 (Toll Free)

Webinar ID: 941 5184 1909

Passcode: 264778

---

#### 1. Call To Order

**Present:** 5 - Browne, Manion, Wells, Cummings and R. Lemke

*Motion to set aside 3 minute speaking time to 10 minutes*

#### 2. Public Comment

**Aye:** 2 - Browne and Cummings

**Nay:** 2 - Manion and Wells

**Absent:** 1 - R. Lemke

*Ald Cummings comment - gallery not full of a lot of attendees. Citizen could speak within 10 minutes of giving privilege for floor.*

*Citizen Mike Walsh spoke on concerns of cemetery director recruitment policy and procedures followed by City Administrator Lahner.*

*HR Director Marquise Vasquez, read Citizen Christine Bauman's email about City Administrator's hiring of cemetery director and concerns related to that process.*

*Citizen Ald Eric Payne spoke on concerns with City Administrator and cemetery director hiring process being overlooked.*

*Citizen spoke that all Alderman and employees are responsible for tax payers dollars and money is being overspent within the City. Asks the Committee to do a full investigation of the funds related to the cemetery director hiring.*

#### 2. Public Comment

**Aye:** 2 - Browne and Cummings

**Nay:** 2 - Manion and Wells

**Absent:** 1 - R. Lemke

### 3. Approval of Minutes

**A.** [ID#21-1965](#) Approval of HR Committee Meeting Minutes 2-19-2020

**Attachments:** [MeetingMinutes 2-19-20 DRAFT](#)

**A. ID#21-1965 Approval of HR Committee Meeting Minutes 2-19-2020**

**Aye:** 4 - Browne, Manion, Wells and Cummings

**Absent:** 1 - R. Lemke

**B.** [ID#21-1966](#) Approval of HR Committee Meeting Minutes 2-12-2020

**Attachments:** [MeetingMinutes 2-12-20 DRAFT](#)

**B. ID#21-1966 Approval of HR Committee Meeting Minutes 2-12-2020**

**Aye:** 4 - Browne, Manion, Wells and Cummings

**Absent:** 1 - R. Lemke

**C.** [ID#21-1967](#) Approval of HR Committee Meeting Minutes 2-17-2021

**Attachments:** [MeetingMinutes 2-17-21 DRAFT](#)

**C. ID#21-1967 Approval of HR Committee Meeting Minutes 2-17-2021**

**Aye:** 4 - Browne, Manion, Wells and Cummings

**Absent:** 1 - R. Lemke

**D.** [ID#21-1968](#) Approval of HR Committee Meeting Minutes 2-24-2021

**Attachments:** [MeetingMinutes 2-24-21 DRAFT](#)

**D. ID#21-1968 Approval of HR Committee Meeting Minutes 2-24-2021**

**Aye:** 4 - Browne, Manion, Wells and Cummings

**Absent:** 1 - R. Lemke

### 4. Business Items

**A.** [ID#21-2056](#) Review and Approve City of Waukesha and Milwaukee Jobs (The InfoSoft Group LLC, dba Circa) subscription job posting agreement

**Attachments:** [City of Waukesha MKE Jobs Posting Subscription Agreement March 2021](#)

*HR Director Vasquez spoke on the Milwaukee Jobs subscription contract for job postings for the City.*

*Ald Cummings spoke on desire for HR Committee to review MKE Jobs subscription service near the end of the 1 year contract for review of the posting systems before moving forward with additional contract commitments. Review at the HR Committee in Jan 2022*

*Ald Browne spoke on current usage of MKE jobs board.*

*Approve City and MKE Jobs, Intersoft LLC DBA Circa job posting agreement with opportunity to add 3 more years, with the caveat that the HR Committee be prior to January 2022*

**A. ID#21-2056 Review and Approve City of Waukesha and Milwaukee Jobs (The InfoSoft Group LLC, dba Circa) subscription job posting agreement**

**Aye:** 5 - Browne, Manion, Wells, Cummings and R. Lemke

**5. Closed Session**

**5. Closed Session**

**Aye:** 5 - Browne, Manion, Wells, Cummings and R. Lemke

- A.** [ID#21-1969](#) Discussion and recommendation regarding the placement of a disciplinary letter in the employment file of the City Administrator

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

**6. 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.