



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes Human Resources Committee

Wednesday, December 17, 2014

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Call To Order

Present: 3 - Francoeur, Thieme and Johnson

Absent: 2 - Skinner and C. Payne

2. Approval of Minutes

A. [ID#14-1595](#) Minutes for the November 19, 2014 meeting.

Attachments: [hrmn141119.pdf](#)

2. Approval of Minutes

Aye: 3 - Joan Francoeur, Thieme and Johnson

Absent: 2 - Skinner and C. Payne

3. Business Items

Ald. Skinner arrived

A. [ID#14-1697](#) Shift differential for non-represented non-exempt employees to include an amendment to Human Resources Policy C-6 - Overtime Pay, Compensatory Time and Out of Classification Pay effective January 1, 2015.

Attachments: [C6 OT Pay, Comp Time Off & Out of Class Pay - DRAFT - 12-12-14](#)

A motion was made by Thieme, seconded by Johnson, that the Shift differential for non-represented non-exempt employees to include an amendment to Human Resources Policy C-6 - Overtime Pay, Compensatory Time and Out of Classification Pay effective January 1, 2015. The motion carried by the following vote:

Aye: 4 - Joan Francoeur, Skinner, Thieme and Johnson

Absent: 1 - C. Payne

- B.** [ID#14-1708](#) Amend Staffing Resolution (HR Policy B-16) for the Parks, Recreation & Forestry Department by adding one Permanent Part-Time position working 20 to 25 hours per week year round (0.5 FTE).

Attachments: [Buildings Utilization Plan 2014](#)
 [Buildngs Utilization Plan 2015](#)
 [Temporary Laborer II Buildings 2013 Job Description](#)
 [Permanent Labor II Buildings Year Round 2015](#)
 [PRF Org Chart 2010](#)
 [Parks Staff Repurposing Memo](#)
 [PRF HR MTG 12-17-14 Item 3b Additional Info](#)

A motion was made by Johnson, seconded by Francoeur, to amend Staffing Resolution (HR Policy B-16) for the Parks, Recreation & Forestry Department by adding one Permanent Part-Time position working 20 to 25 hours per week year round (0.5 FTE). This addition corresponds to the elimination of one Temporary II position, working full time (40 hours per week) for approximately 6 months per year (1200 hrs). The motion carried by the following vote:

Aye: 4 - Joan Francoeur, Skinner, Thieme and Johnson

Absent: 1 - C. Payne

- C.** [ID#14-1709](#) Amend Staffing Resolution (HR Policy B-16) to reflect staffing changes approved in the budget process and reflected in the budget for 2015.
No action taken on this item.

4. Adjournment

4. Adjournment

Aye: 4 - Joan Francoeur, Skinner, Thieme and Johnson

Absent: 1 - C. Payne