



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final

### Human Resources Committee

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Wednesday, May 16, 2018

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

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1. Call To Order
2. Public Comment
3. Approval of Minutes

[ID#18-0728](#) Approval of the minutes from the January 17, 2018 meeting.

**Attachments:** [HR Minutes - 1-17-18 - Draft.pdf](#)

4. Business Items

- A. [ID#18-0681](#) Amendment to Municipal Code section 2.015(7) to require the completion of the City Administrator's annual review by the last day of February each year

**Attachments:** [Cover Sheet-City Administrator Review.pdf](#)  
[Memo-Timing of City Administrator Review.pdf](#)

**Legislative History**

5/7/18	Ordinance & License Committee	approved
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- B. [ID#18-0740](#) Request by Ald. Thieme to amend Section 2.015 (7) of the Municipal Code - City Administrator to modify language in the ordinance to have the Human Resources Committee conduct the annual review of the City Administrator.

**Attachments:** [Cover Sheet-City Administrator Review- 2.015\(7\).pdf](#)  
[Ordinance 2.015\(7\)-Thieme.doc](#)

- C. [ID#18-0731](#) Request to approve amendments to Human Resources Policies E-8 - Commercial Driver's License, E-10 - Federal Highway Administration Drug and Alcohol Testing Regulations Policy and E-14 - Drug Testing to reflect changes in Federal and State Law relating to Drug and Alcohol Testing particularly as they relate to employees in positions requiring a commercial driver's license (CDL).

**Attachments:**

[E8 - DRAFT - 2-13-18.doc](#)

[E10 - Federal Highway Administration Drug & Alcohol Testing Regulations Polic](#)

[E14 - Drug Testing - DRAFT - 2-13-18.doc](#)

[Cover Sheet - Drug Policies.pdf](#)

- D. [ID#18-0737](#) Request to review and approve staffing levels in Human Resources Policy B-16 - Staffing Resolution per approval of the 2018 City Budget by the Common Council.

**Attachments:**

[Cover Sheet-HR Policy B-16 - City Staffing Resolution.pdf](#)

[B-16 2018.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, Fax 524-3898, or the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.