



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes

Human Resources Committee

Wednesday, February 17, 2016

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Call To Order

Present: 4 - Francoeur, Skinner, Thieme and Johnson

Absent: 1 - Cummings

2. Approval of Minutes

[ID#16-194](#) Approval of the January 18, 2016 Human Resources Committee Minutes

Attachments: [HR Committee Minutes - January 18, 2016 - Draft](#)

**A motion was made by Thieme, seconded by Johnson, that this be approved.
The motion carried by the following vote:**

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

Absent: 1 - Cummings

3. Business Items

A. [ID#16-193](#) Request of Police Chief Russell Jack to modify Human Resources Policy H-8 - Payroll Deductions for Charitable Purposes.

Attachments: [Agenda Cover Sheet - H-8 Policy Change 01-26-16](#)
[HR Policy H-8 - Payroll Deductions for Charitable Purposes](#)

A motion was made by Ald. Skinner, seconded by Ald. Johnson to approve the request of Police Chief Russell Jack to modify Policy H-8 - Payroll Deductions for Charitable Purposes. The motion carried by the following vote:

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

Absent: 1 - Cummings

- B.** [ID#16-073](#) Discussion and possible recommendation as to whether the City Attorney should be an elective or appointive position.

Sponsors: Human Resources

Attachments: [City Attorney Survey - Other Municipalities - Appointed or Elected](#)
[Chapter 2 - City Officials](#)
[City Attorney - Current Job Description](#)
[GovHR - City Attorney - Salary Grade](#)
[City Attorney - Updated Job Description](#)

A motion was made by Ald. Thieme, seconded by Ald. Johnson to recommend that the position of City Attorney be an appointive position. The motion carried by the following vote:

Aye: 3 - Joan Francoeur, Thieme and Johnson

Nay: 1 - Skinner

Absent: 1 - Cummings

- C.** [ID#16-254](#) Review and act on revisions to Policy D-3 – Employee Performance and Development Appraisals, approving a Pay-for-Performance Policy and Employee Performance Feedback System.

Attachments: [Cover Sheet-Pay for Performance Policy and Employee Performance Feedback System](#)
[Survey Results Memo 2.12.2016](#)
[Survey Results](#)
[D3 Employee Performance - Feedback Performance Model 2.11.2015 FINAL](#)
[New Employee Performance Model 2.1.2016](#)

A motion was made by Ald. Johnson, seconded by Ald. Thieme to approve the revisions to Policy D-3 - Employee Performance and Development Appraisals, approving a Pay-for-Performance Policy and Employee Performance Feedback System. The motion married by the following vote:

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

Absent: 1 - Cummings

4. Adjournment

Meeting adjourned at 7:55 p.m.