



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes Human Resources Committee

Wednesday, May 20, 2015

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Call To Order

Present: 5 - Francoeur, Skinner, Thieme, Johnson and Cummings

2. Business Items

- A. [ID#15-2592](#) Adoption of Proposed City of Waukesha Eligible Deferred Compensation Plan

Attachments: [Cover Sheet-Deferred Compensation Plan revised](#)
[Deferred Compensation Plan Document](#)
[Transmittal Letter from Legal Counsel](#)
[Draft Restated 457\(b\) Plan including Roth - redlined](#)
[457 Plan Responses to Roth Questions](#)

- E. [ID#15-2613](#) Request by Department of Public Works to Unfund a Motor Equipment Operator II Position and Fund a Crew Leader Position and to Revise HR Policy B-16 - City Staffing Resolution

Attachments: [DPW Director Memo - Unfund MEO II - Fund Crew Leader](#)
[Street Dept - B-16](#)

A motion was made by Johnson, seconded by Thieme, to approve the request by Department of Public Works to Unfund a Motor Equipment Operator II Position and Fund a Crew Leader Position and to Revise HR Policy B-16 - City Staffing Resolution. The motion carried by the following vote:

Aye: 5 - Joan Francoeur, Skinner, Thieme, Johnson and Cummings

- B. [ID#15-2603](#) Overall Review of Performance Evaluation and Pay Policy by City Administrator Lahner

Attachments: [CA Memo - Pay Policy and Performance Evaluation Task Force Update 5 13 2015](#)

No vote on this item

- C. [ID#15-2605](#) Discussion and Possible Adoption of the Glossary of Terms for the Performance Evaluation and Pay Policy
- Attachments:** [Pay Policy and Performance Glossary](#)
[Pay Plan & Perf Eval System Glossary-Revised](#)
- D. [ID#15-2609](#) Matter of Report by Ald. Skinner: Update on the Classification and Compensation Study Task Force Meeting Held in May 2015
- F. [ID#15-2615](#) Request to Approve the Life Benefits Extra-Group Policy Information Access Agreement (Group Life Insurance Plan) Between the City of Waukesha and Minnesota Life Insurance Company
- Attachments:** [Staff Notes - Life Insurance Web Site Agreement](#)
[GROUP LIFE ACCESS AGREEMENT](#)
- A motion was made by Francoeur, seconded by Cummings, to approve the Life Benefits Extra-Group Policy Information Access Agreement (Group Life Insurance Plan) Between the City of Waukesha and Minnesota Life Insurance Company be approved. The motion carried by the following vote:**
- Aye:** 5 - Joan Francoeur, Skinner, Thieme, Johnson and Cummings
- G. [ID#15-2601](#) Update on Prior Year Human Resources Committee Minutes and Approval Process

3. Adjournment

A motion was made by Steve Johnson, seconded by Terry Thieme, to adjourn. The motion carried by the following vote:

Aye: 5 - Joan Francoeur, Skinner, Thieme, Johnson and Cummings