



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final

### Human Resources Committee

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Wednesday, October 20, 2021

6:00 PM

Council Chambers, City Hall and Virtually

Register in advance for this webinar:

[https://waukesha-wi.zoom.us/webinar/register/W](https://waukesha-wi.zoom.us/webinar/register/WN_As-TmUj1R0ymjOW847vBDw)

[N\\_As-TmUj1R](https://waukesha-wi.zoom.us/webinar/register/WN_As-TmUj1R0ymjOW847vBDw)

[0ymjOW847vBDw](https://waukesha-wi.zoom.us/webinar/register/WN_As-TmUj1R0ymjOW847vBDw)

Meeting ID: 994 1859 3180

Passcode: 063532

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1. Call To Order

2. Public Comment

3. Approval of Minutes

A. [ID#21-2990](#) Approval of HR Committee Meeting Minutes - September 15, 2021

**Attachments:** [MeetingMinutes 9-15-21 DRAFT](#)

4. Business Items

A. [ID#21-3009](#) Presentation of newly created New Hire Orientation Welcome Video

B. [ID#21-2987](#) Presentation of amended and restated Medical Clinic Intergovernmental Cooperation Agreement between City of Waukesha and Waukesha County for On-Site Medical Services Clinic by City Administrator

**Attachments:** [#21-2987 Two Party Intergovernmental Agreement HR Meeting Cover letter anc](#)

C. [ID#21-3008](#) Salary history for the Municipal Judge, Mayor, and City Attorney position.

**Attachments:** [Salary History Elected Officials 10.13.2021](#)

D. [ID#21-2992](#) Consideration of a resolution establishing the Compensation of the City Attorney from May 1, 2022 through April 30, 2026

**Attachments:** [#21-2992 Agenda Cover Sheet City Attorney](#)  
[City Attorney Salary Resolution 9.7.2021](#)

E. [ID#21-2993](#) Consideration of an Ordinance Establishing the Compensation of Common Council Members

**Attachments:** [#21-2993 Agenda Cover Sheet Common Council Salary](#)  
[Common Council Salary Resolutions 9.7.2021](#)

- F. [ID#21-2994](#) Consideration of a resolution establishing the Compensation of the Mayor from April 17, 2022 through April 18, 2026.
- Attachments:** [#21-2994 Agenda Cover Sheet Mayor](#)  
[Mayor Salary Resolutions 9.7.2021](#)
- G. [ID#21-2995](#) Consideration of a resolution establishing the Compensation of the Municipal Judge from May 1, 2022 through April 30, 2026
- Attachments:** [#21-2995 Agenda Cover Sheet Municipal Judge Salary](#)  
[Municipal Judge Salary Resolution 9.7.2021](#)
- H. [ID#21-2989](#) Request to review and approve amendments to HR Policy B2 Recruitment and Retention
- Attachments:** [#21-2989 B2 Recruitment and Retention Cover Letter and Policy 10-20-21](#)
- I. [ID#21-2766](#) Request to review and approve amendments to HR Policy B8 Human Resources Information Disclosure
- Attachments:** [#21-2766 B8 HR Information Disclosure Coversheet and Policy](#)
- Legislative History**
- |         |                           |          |
|---------|---------------------------|----------|
| 9/15/21 | Human Resources Committee | denied   |
| 9/15/21 | Human Resources Committee | approved |
- J. [ID#21-2273](#) Request to review and approve amendments to HR Policy B12 Equal Opportunity Employer
- Attachments:** [#21-2273 B12 Equal Opportunity Employer Cover Letter and Policy 10-20-21](#)
- Legislative History**
- |         |                           |          |
|---------|---------------------------|----------|
| 5/19/21 | Human Resources Committee | approved |
|---------|---------------------------|----------|
- Asst HR Director Kailey Anderson spoke on changes to B12 policy.*
- K. [ID#21-2767](#) Request to review and approve amendments to HR Policy C4 Benefits Election at Retirement-Resignation
- Attachments:** [#21-2767 C4 Benefits Election at Retirement-Resignation Coversheet and Policy](#)
- Legislative History**
- |         |                           |      |
|---------|---------------------------|------|
| 9/15/21 | Human Resources Committee | held |
|---------|---------------------------|------|
- L. [ID#21-2769](#) Request to review and approve amendments to HR Policy H4 Administrative Payroll Procedures
- Attachments:** [#21-2769 H4 Administrative Payroll Procedures Coversheet and Policy 9-15-21](#)
- Legislative History**
- |         |                           |      |
|---------|---------------------------|------|
| 9/15/21 | Human Resources Committee | held |
|---------|---------------------------|------|

## 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 the Public Works department, 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.