



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes

Human Resources Committee

Wednesday, June 20, 2018

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Call To Order

Present: 4 - Thieme, Cummings, Manion and Wells

Absent: 1 - Boyle

2. Public Comment

3. Approval of Minutes

[ID#18-0948](#) Approval of the minutes of the May 16, 2018 meeting.

Attachments: [HR Minutes - 5-16-18 \(2\).pdf](#)

The minutes were put on hold until the next meeting.

4. Business Items

- B.** [ID#18-0951](#) Referral by Ald. Skinner to review and assess the performance review process for the City Administrator and consider adopting an annual as well as semi-annual cadence. Also consider separating the compensation discussion and component from the performance piece.

Attachments: [Skinner Referral.pdf](#)

There was no action taken on this item.

- A.** [ID#18-1002](#) Request of Director of Public Work Fred Abadi to review and act on the reclassification of the Cartographer Technician position to GIS Analyst and transfer of position to the Department of Public Works.

Attachments: [HR Agenda Cover Sheet - GIS Analyst - Revised.pdf](#)

[GIS Analyst Job Description.pdf](#)

Motion by Ald. Wells, second by Ald. Manion to approve the request of the Director of Public Works Fred Abadi to move the position of Cartographer from the Assessor's Office to the Department of Public Works. The motion carried by the following vote:

Aye: 4 - Thieme, Cummings, Manion and Wells

Absent: 1 - Boyle

Closed Session

- C. [ID#18-0966](#) A motion will be made to convene in closed session pursuant to sec. 19.85(1)(c) to consider performance evaluation data for the City Administrator, and setting goals for 2018.

Motion by Ald. Thieme, second by Ald. Manion to convene in closed session pursuant to sec. 19.85(1)(c) to consider performance evaluation data for the City Administrator, and setting goals for 2018. The motion carried by the following vote:

Aye: 4 - Thieme, Cummings, Manion and Wells

Absent: 1 - Boyle

5. Adjournment

The Committee adjourned in closed session. Meeting ended at 9 p.m.