



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final

Human Resources Committee

Wednesday, May 19, 2021

6:00 PM

Committee Members: Council Chambers
In Person (Limited Capacity) or Virtual
https://waukesha-wi.zoom.us/webinar/register/WN_As-TmUj1R0ymjOW847vBDw

1. Call To Order

2. Public Comment

3. Approval of Minutes

A. [ID#21-2270](#) April 14, 2021 Meeting Minutes

Attachments: [MeetingMinutes 4-14-21 DRAFT](#)

4. Business Items

A. [ID#21-2136](#) Review and act on creating a Part-time AV Technician in the IT Department.

Attachments: [21-2136 Audio Visual Technician Cover Letter and Job Description](#)

B. [ID#21-2271](#) Request to review and approve amendments to HR Policy B4 Separation Policy

Attachments: [B4 Separation Procedure 5-2021](#)

C. [ID#21-2272](#) Request to review and replace HR Policy B9 Personnel Record Keeping and Retention with City of Waukesha Records Retention Schedule

Attachments: [B9 Personnel Recordkeeping Retention 2021](#)

[B9 Personnel Recordkeeping and Retention REPLACE WITH City Records Re](#)

D. [ID#21-2273](#) Request to review and approve amendments to HR Policy B12 Equal Opportunity Employer

Attachments: [B12 Equal Opportunity Employer Draft 4.2021](#)

E. [ID#21-2274](#) Request to review and approve amendments to HR Policy B13 Employee Political Activity

Attachments: [B13 City Employee Political Activity DRAFT 2021](#)

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 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.