



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes

Human Resources Committee

Wednesday, November 20, 2019

6:00 PM

Kathryn Muehl Meeting Room
Parks, Recreation & Forestry Department
1900 Aviation Drive

1. Call To Order

Present: 4 - Manion, Wells, Cummings and Miller

Absent: 1 - Browne

2. Public Comment

3. Approval of Minutes

[ID#19-1541](#) Approve minutes from the August 21, 2019 meeting.

Attachments: [HR Minutes - 8-21-19.pdf](#)

Motion by Ald. Miller, second by Ald. Manion to approve the minutes of the August 21, 2019 meeting. The motion carried by the following vote:

Aye: 3 - Manion, Wells and Miller

Absent: 1 - Browne

Abstain: 1 - Cummings

4. Business Items

- A. [ID#19-1513](#) Review and approve revisions to Human Resources Policy B1 - Management Rights

Attachments: [B1 Management Rights 11.2019 DRAFT.pdf](#)

Motion by Ald. Miller, second by Ald. Manion to approve revisions to Human Resources Policy B1 - Management Rights. The motion carried by the following vote:

Aye: 4 - Manion, Wells, Cummings and Miller

Absent: 1 - Browne

- E. [ID#19-1525](#) Review and approve revisions to Human Resources Policy C2 - Vacation Leave

Attachments: [C2 Vacation Leave 3 weeks at hire 11.2019 DRAFT.pdf](#)

Motion by Ald. Wells, second by Ald. Miller to approve revisions to Human Resources Policy C2 - Vacation Leave. The motion carried by the following vote:

Aye: 3 - Manion, Wells and Miller

Nay: 1 - Cummings

Absent: 1 - Browne

- B. [ID#19-1522](#) Review and approve revisions to Human Resources Policy B2 - Recruitment and Retention (formerly Recruitment and Selection of Applicants).

Attachments: [B2 Recruitment and Retention Draft 11.2019 FORMERLY Recruitment and Selection of Applicants.pdf](#)

Motion by Ald. Wells, second by Ald. Miller to approve revisions to Human Resources Policy B2 - Recruitment and Retention (formerly Recruitment and Selection of Applicants). The motion carried by the following vote:

Aye: 3 - Manion, Wells and Miller

Nay: 1 - Cummings

Absent: 1 - Browne

- C. [ID#19-1516](#) Review and approve revisions to Human Resources Policy B6 - City Work Rules.

Attachments: [B6 City Work Rules DRAFT 11.2019.pdf](#)

Motion by Ald. Wells, second by Ald. Miller to approve revisions to Human Resources Policy B6 - City Work Rules. The motion carried by the following vote:

Aye: 3 - Manion, Wells and Cummings

Absent: 2 - Browne and Miller

- D. [ID#19-1537](#) Review and approve revisions to Human Resources Policy B7 - Business Attire & Appearance

Attachments: [B7 Business Attire & Appearance 11.2019 DRAFT.pdf](#)

Motion by Ald. Miller, second by Ald. Wells to approve revisions to Human Resources Policy B7 - Business Attire and Appearance. The motion carried by the following vote:

Aye: 4 - Manion, Wells, Cummings and Miller

Absent: 1 - Browne

- F. [ID#19-1597](#) Review and approve revisions to Human Resources Policy C3 - Leaves of Absences

Attachments: [C3 Leaves of Absences DRAFT 11.2019.pdf](#)

Motion by Ald. Wells, second by Ald. Cummings to approve revisions to Human Resources Policy C3 - Leaves of Absences. The motion carried by the following vote:

Aye: 3 - Manion, Wells and Cummings

Absent: 2 - Browne and Miller

- G. [ID#19-1566](#) Review and approve revisions to Human Resources Policy F2 - Salary Plan and Administration

Attachments: [F2 Salary Plan and Administration 11.2019 DRAFT.pdf](#)

Motion by Ald. Wells, second by Ald. Manion to approve revisions to Human Resources Policy F2 - Salary Plan and Administration. The motion carried by the following vote:

Aye: 3 - Manion, Wells and Cummings

Absent: 2 - Browne and Miller

- H. [ID#19-1569](#) Review and approve revisions to Human Resources Policy H6 - Separation Payout

Attachments: [H6 Separation Payout Draft 11.2019.pdf](#)

Motion by Ald. Wells, second by Ald. Manion to approve revisions to Human Resources Policy H6 - Separation Payout. The motion carried by the following vote:

Aye: 3 - Manion, Wells and Cummings

Absent: 2 - Browne and Miller

6. Adjournment

Meeting adjourned at 7:54 p.m.

"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.