



City of West Allis

Legislation Details (With Text)

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File created: 9/19/2017 **In control:** Administration and Finance Committee (INACTIVE)

On agenda: 10/3/2017 **Final action:** 10/3/2017

Title: Resolution to approve the following updated City of West Allis Policies and Procedures: #1402 Recruitment, Selection and Employment, #1403 Disciplinary Action and Grievance Procedure, and #1432 Vacations.

Sponsors: Administration and Finance Committee (INACTIVE)

Indexes:

Code sections:

Attachments: 1. 1402.Current Version, 2. 1402.Proposed Update, 3. 1403.Final Marked Copy.091917, 4. 1403.Final Clean.091917, 5. 1432.Final Marked Copy.091917, 6. 1432.Final Clean.091917, 7. R-2017-0251 signed

Date	Ver.	Action By	Action	Result
10/10/2017	1	Mayor	Signed/Enacted	
10/3/2017	1	Common Council	Adopted	Pass
10/3/2017	1	Administration and Finance Committee (INACTIVE)		Pass
10/3/2017	1	Administration and Finance Committee (INACTIVE)		
9/19/2017	1	Administration and Finance Committee (INACTIVE)	Held	
9/19/2017	1	Common Council		

Resolution to approve the following updated City of West Allis Policies and Procedures: #1402 Recruitment, Selection and Employment, #1403 Disciplinary Action and Grievance Procedure, and #1432 Vacations.

WHEREAS, the Common Council adopted the resolution to endorse the City of West Allis Innovation, Operational Excellence and Continuous Improvement Activities (R-2016-0054) on March 1, 2016, which directed City leaders, in part, to create a culture of daily, continuous improvement and innovation and make time to implement changes; and

WHEREAS, the Common Council adopted the 2017-2021 City of West Allis Strategic Plan which includes a goal for Excellence in Government, which outlines the following - *“The City of West Allis will continually review the best methods for effective and efficient service delivery by utilizing continuous improvement and LEAN operation techniques”*; and

WHEREAS, the City of West Allis Revised Municipal Code charges the Civil Service Commission with preparing and adopting *“rules and regulations to carry out the provisions of the code as, in their judgment, shall be necessary to secure the best service for the City and each department affected thereby, and shall expedite the elimination of unnecessary formalities in making appointments”*; and

WHEREAS, the Administration and Finance Committee met on January 9, 2017 and held a discussion on the

Abolishment of the Civil Service Commission and gave staff the direction to proceed with such; and

WHEREAS it is necessary to amend multiple policies to effectuate such a change, and the Human Resources Department and City Attorney's Office have revised the above policies and also RMC 2.76 for consideration by the Common Council.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Allis that Policy #1402 Recruitment, Selection and Employment, #1403 Disciplinary Action and Grievance Procedure, and #1432 Vacations are hereby approved as updated.

BE IT FURTHER RESOLVED that the City Administrator is authorized and directed to include the amended policies in the City of West Allis Policies & Procedures Manual and distribute said policy to all departments, divisions, and offices.

ADM\ORDRES\ADMR2017.43