



City of West Allis

Legislation Details (With Text)

File #: R-2017-0310 **Version:** 1

Type: Resolution **Status:** Adopted

File created: 11/7/2017 **In control:** Administration and Finance Committee (INACTIVE)

On agenda: 11/7/2017 **Final action:** 11/7/2017

Title: Resolution to approve the following updated Policies: #405 Discipline for Non-Elective Officials (Executive Service/Department Heads); #1401 Human Resources Function; #1417 Jury Duty; #1420 Military Duty; #1423 Political Activities; #1483 Voluntary Benefit Programs; Civil Service Regulations; and create Policy #1405 Separation, Reinstatement, and Recall.

Sponsors: Administration and Finance Committee (INACTIVE)

Indexes:

Code sections:

Attachments: 1. Policy 405 - Marked Copy, 2. Policy 1401 - Marked Copy, 3. Policy 1417 - Marked Copy, 4. Policy 1420 - Marked Copy, 5. Policy 1423 - Marked Copy, 6. Policy 1483 - Marked Copy, 7. Policy 1405 - Newly Created, 8. Civil Service Rules and Regulations.Rev 10-04-17, 9. R-2017-0310 signed

Date	Ver.	Action By	Action	Result
11/9/2017	1	Mayor	Signed/Enacted	
11/7/2017	1	Common Council	Adopted	Pass
11/7/2017	1	Administration and Finance Committee (INACTIVE)		Pass
11/7/2017	1	Common Council		

Resolution to approve the following updated Policies: #405 Discipline for Non-Elective Officials (Executive Service/Department Heads); #1401 Human Resources Function; #1417 Jury Duty; #1420 Military Duty; #1423 Political Activities; #1483 Voluntary Benefit Programs; Civil Service Regulations; and create Policy #1405 Separation, Reinstatement, and Recall.

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the City of West Allis Revised Municipal Code Section 2.76 Civil Service, Wages, Hours and Conditions of Employment was repealed and recreated by O-2017-0040, basically tasking the Civil Service Commission with the main function to *"serve as an appellate body for hearing appeals of decisions by appointing officers concerning termination, discipline and alleged workplace safety complaints of individuals"* so identified in Section 2.76(7)(b); and

WHEREAS it is necessary to amend certain policies wherein "Civil Service" is referenced and may need

updating, and the Human Resources Department has begun the process to revise those policies affected by the recreated 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 #405 Discipline for Non-Elective Officials (Executive Service/Department Heads); #1401 Human Resources Function; #1417 Jury Duty; #1420 Military Duty; #1423 Political Activities; #1483 Voluntary Benefit Programs; Civil Service Regulations; and create Policy #1405 Separation, Reinstatement, and Recall, are hereby approved as updated or created.

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 policies to all departments, divisions, and offices.

ADM\ORDRES\ADMR2017.56