

Personnel
6-15-20

RESOLUTION

EMPLOYEE POLICY MANUAL UPDATES

WHEREAS, the City of Manitowoc's Employee Policy Manual provides continuity and consistency in the operations and the administration of benefits and working conditions for all employees of the City of Manitowoc, and;

WHEREAS, the Personnel Committee has determined a modification of the Employee Policy Manual is appropriate, as detailed in the attached memo from Human Resources Director Jessie Lillibridge, and;

WHEREAS, the Personnel Committee recommended approval of these modifications to the existing Employee Policy Manual, at a meeting held on Monday, June 1st, 2020.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the City of Manitowoc to approve the attached newly revised Employee Policy Manual, effective the first pay period following adoption of this resolution.

BE IT FURTHER RESOLVED to direct Human Resources to notify employees of the changes to the Employee Policy Manual and to have copies of the updated Manual available on the Intranet and in the Human Resources Department.

JUN 15 2020

INTRODUCED _____

ADOPTED _____

Justin M. Nickels, Mayor

APPROVED _____

This resolution was drafted by Kathleen McDaniel, City Attorney

Fiscal Impact:	Budget Neutral
Funding Source:	Various Departmental Budgets
Finance Director Approval:	/SAC
Approved as to form:	/KMM