

RESOLUTION

TO REVISE TRAINING, MEMBERSHIP AND TUITION REIMBURSEMENT POLICY

WHEREAS, the City of Manitowoc provides training and educational assistance to employees in order to improve the quality of City services, to assist employees in the performance of their jobs, and to prepare employees for promotional opportunities; and

WHEREAS, the Personnel Committee recognizes the benefit of a Training, Membership and Tuition Reimbursement Policy for employees, as it provides financial assistance to employees who voluntarily attend job-related, educational courses that are of benefit to the City as the employer; and

WHEREAS, at a meeting held on June 3, 2024, the Personnel Committee found that the modifications to the attached revised Training, Membership and Tuition Reimbursement Policy are appropriate and recommended the adoption thereof.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council, to direct Human Resources to implement the revisions to the Training, Membership and Tuition Reimbursement Policy, effective immediately, to notify employees of the changes, and to have copies of the updated policy available on the Intranet.

INTRODUCED _____ ADOPTED _____

Justin M. Nickels, Mayor

This resolution was drafted by Eric G. Nycz, City Attorney

Fiscal Impact:	Anticipated \$0 fiscal impact for expanding the allowable expenses under Section 5 – Professional Certifications and Licenses. Does not change dollar amount appropriated in the 2024 budget for the reimbursement program. No tax levy increase of 2024 budget amendments needed.
Funding Source:	General Fund – 1100-12200
Finance Director Approval:	/SMA
Approved as to form:	/EGN