

Agenda
Human Resources Committee
Jefferson County Courthouse
320 S Main St, Room 202
Jefferson, WI 53549

February 27, 2013 @ 4:00 p.m.

Committee Members: James Braughler, Chair; Greg David; Pamela Rogers, Secretary; Jim Schroeder,
and Dick Schultz, Vice-Chair

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments
6. Approval of February 12, 2013 minutes
7. Communications
8. Establish process for hearing and settling classification and compensation reviews
9. Meeting with employees requesting a Classification and Compensation Review before the Human Resources Committee and consideration to approve the review:
 - a. Accounting Assistant II – Highway
 - b. Accounting Specialist I - Highway
 - c. Administrative Specialist II - Administration
 - d. Building Maintenance Worker I – Human Services
 - e. Community Resource Coordinator, Wraparound – Human Services
 - f. Enforcement Specialists – Child Support Agency
 - g. Equipment Parts Person - Highway
 - h. Highway Worker – Highway
 - i. Highway Worker (Individual) - Highway
 - j. Operations Manager - Highway
 - k. Superintendent – Highway
 - l. Sergeants – Sheriff’s Office (Tentative)
10. Approval of reviews recommended by Carlson Dettmann and Associates
11. Consideration of hiring Birth to Three/Preschool Supervisor, contingent on obtaining preschool licensure, according to HR0270
12. Consideration of establishing Jefferson County as a drop off site(s) for a Community Supported Agriculture(s)

13. Recommend amendment to the Implementation of the 2012 Classification and Compensation pay plan to address:
 - a. Employees making a job change
 - b. Employees with an increase of hours within the same classification
 - c. Part-time employees who do not work 2080 hours (since last step increase) before 12/29/13
 - d. Employees in the new pay plan who were successful in appeal, but are making less of an hourly rate
14. Set next meeting date and agenda
15. Adjournment

Next scheduled meeting: February 28, 2013 @ 4:00pm.

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.