

Agenda

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

February 28, 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. Communications
7. 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)
8. Approval of reviews recommended by Carlson Dettmann and Associates
9. Consideration of hiring Birth to Three/Preschool Supervisor, contingent on obtaining preschool licensure, according to HR0270
10. Consideration of establishing Jefferson County as a drop off site(s) for a Community Supported Agriculture(s)

11. 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
12. Set next meeting date and agenda
13. Adjournment

Next scheduled meeting: March 19, 2013 @ 8:30am.

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.