

Agenda
Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549

Tuesday, September 15, 2015 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Jim Mode, Vice-Chair; Greg David, Secretary; Paul Babcock; and Michael Wineke

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 - Members of the Public who wish to address the Committee on specific agenda items must register their request at this time
6. Communications
7. Approval of August 18, 2015 minutes and September 4, 2015 minutes
8. Discussion and possible action to recommend an amendment to Personnel Ordinance HR0461, Military Leave Procedure, regarding pay and/or benefit while on military leave
9. Discussion and possible action to recommend an amendment to Personnel Ordinance HR0480, Smoking Policy, to be consistent with the Jefferson County Smoke Free Air Act
10. Discussion and possible action to recommend an amendment to Personnel Ordinance HR0690, Vacation Pay, regarding vacation eligibility determined on the basis of length of continuous service
11. Presentation on recruitment factors in today's market from Terri Palm, Human Resources Director and Ben Wehmeier, County Administrator
12. Discussion and Possible action on employee compensation and benefits for the purposes of retention and recruitment
13. Discussion and possible action on Health Insurance Plan changes for 2016
14. Review Human Resources Department monthly Financial Reports from July, 2015
15. Report from Human Resources Director
 - a. Human Resources August Monthly Report
 - b. Vacant Position requests
 - c. Emergency Help requests
 - d. Hiring above minimum/providing additional steps
 - e. 2016 Human Resources budget highlights

16. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(f), consideration of medical data of specific person as it relates to a request of personal leave of absence, Wisconsin State Statutes Section 19.85 (1)(f), preliminary consideration of specific personnel problems, and Wisconsin State Statutes Section 19.85 (1)(g), conferring with legal counsel concerning strategy with respect to possible litigation
17. Reconvene into open session for consideration and possible action regarding items discussed in closed session
18. Set next meeting date and agenda
19. Adjournment

Next scheduled meeting: Tuesday, October 20, 2015 @ 8:30am.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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