

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

Tuesday, July 19, 2016 @ 8:30a.m.

Committee Members: James Braugher, Greg David, Jim Mode,
Michael Wineke, Lloyd Zastrow

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. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of minutes:
 - a. June 21, 2016 minutes
7. Communications
8. Discussion and possible action to eliminate a vacant, full-time Nutrition Program Coordinator position and create a full-time Nutrition Program Supervisor position at Human Services
9. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(b), consideration of employee discipline *Note: The Human Resources Committee will be serving as the Civil Service Grievance Committee during the closed session.*
10. Reconvene into open session for action regarding items discussed in closed session
11. Review of May, 2016 Monthly Financial Report-Human Resources and Safety
12. Report from Human Resources Director:
 - a. June monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence approvals
 - e. Employees provided additional steps or benefits
13. Set next meeting date and agenda items
14. Adjournment

Next scheduled meeting: Tuesday, August 16, 2016 at 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.