

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

Tuesday, November 15, 2016 @ 8:30 a.m.

Committee Members: James Braughler, 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 September 20, 2016 minutes
7. Communications
8. Consideration to amend the County's Section 125b Plan to increase the medical maximum to \$2,600 effective January 1, 2017
9. Discussion and possible action to create Personnel Ordinance HR0245 Interns, Job Shadowing and Volunteers
10. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(b), consideration of employee discipline and Wisconsin State Statutes Section 19.85 (1)(e), consideration of union negotiations, including possible recommendation of future contract agreement. *Note: The Human Resources Committee will be serving as the Civil Service Grievance Committee for the employee discipline during the closed session.*
11. Reconvene into open session for action regarding items discussed in closed session
 - a. Employee Discipline
 - b. Recommendation of Union Contract agreement
12. Review of August and September, 2016 Monthly Financial Reports for Human Resources and Safety
13. Report from Human Resources Director:
 - a. September and October monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence approvals
 - e. Employees provided additional steps or benefits
14. Set next meeting date and agenda items
15. Adjournment

Next scheduled meeting: Tuesday, December 20, 2016 at 8:30 a.m.

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.