

Agenda - Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 202
Jefferson, WI 53549

Tuesday, November 28, 2017 @ 8:00 a.m.

Committee Members: James Braughler, Chair; Greg David; Jim Mode, Vice Chair; Michael Wineke; Lloyd Zastrow, Secretary

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 October 17, 2017, Human Resources Committee Minutes
7. Communications
8. Discussion and possible action to amend Personnel Ordinance HR0360, Hours of Work, Overtime and Compensatory Time
9. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of:
 - a. Reviewing vendor proposals to conduct an employee classification/compensation study and selection method
 - b. Interviewing potential firms to conduct an employee classification/compensation study (30 minutes each)
 - i. Vendor A (8:30 a.m.)
 - ii. Vendor B (9:00 a.m.)
 - iii. Vendor C (if needed) (9:30 a.m.)
 - iv. Vendor D (if needed) (10:00 a.m.)
 - c. Discussing negotiating strategy for agenda items a. and b.
10. Reconvene in open session for discussion and possible action regarding items discussed in closed session
11. Review of September and October, 2017, Monthly Financial Report for Human Resources and Safety
12. Report from Human Resources Director:
 - a. October, 2017, monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence requests
 - e. Additional Steps and/or Benefits provided to employees
13. Set next meeting date and agenda items
14. Adjournment

Next scheduled meeting: Tuesday, December 19, 2017 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.