

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

Tuesday, May 15, 2018 @ 8:30 a.m.

Committee Members: James Braughler, Kirk Lund, Gregory Patrick, Laura Payne and Michael Wineke

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Election of Committee Chair, Vice Chair and Secretary
5. Overview of Open Meetings Law
6. Review of the Agenda
7. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
8. Approval of April 10, 2018, Human Resources Committee Minutes
9. Communications
10. Update and discussion regarding employer-sponsored health insurance options
11. Update and discussion regarding the 2018 Classification and Compensation Study
12. Update and discussion regarding MUNIS Payroll/Human Resources implementation
13. Update and discussion regarding the role of the Civil Service Grievance Committee
14. Overview and discussion of Task Force and Strategic Plan items
15. Review of April, 2018 Monthly Financial Reports for Human Resources and Safety
16. Report from Human Resources Director:
 - a. April, 2018, monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence requests
 - e. Additional Steps and/or Benefits and/or Interim Appointments provided to employees
 - f. Employee Assistance Program 3rd quarter utilization
17. Review and approval of meeting dates and times for June 2018 – April 2020
18. Set next meeting date and agenda items
19. Adjournment

Next scheduled meeting: *Tentatively*, Tuesday, June 19 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.