

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

**Tuesday, October 16, 2018 @ 8:30 a.m.**

Committee Members: James Braughler, Chair; Kirk Lund; Gregory Patrick, Secretary; Laura Payne; Michael Wineke, Vice Chair

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. Communications
7. Approval of September 7, 2018, Joint Executive, Finance and Human Resources Committee Minutes
8. Convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(b), "Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter..." for the purpose of discussing a Stipulation and Order imposing discipline on two employees of the Sheriff's Office. *Note: For the purpose of this closed session, the Committee will be acting as the Jefferson County Civil Service Grievance Committee.*
9. Reconvene into open session for possible action on approving a Stipulation and Order imposing discipline on two employees of the Sheriff's Office.
10. Discussion and possible action to amend sections HR0120, Differences For Sworn, Non-represented Law Enforcement Employees; HR0265, Part-time Employment; HR0461 Military Leave Procedure; and HR0640, Health Insurance of the Personnel Ordinance to eliminate reference to the State Health Insurance Plan
11. Discussion on policy considerations regarding active employee Health Insurance eligibility issues
12. Discussion on policy considerations regarding retiree Health Insurance eligibility issues
13. Discussion on policy considerations regarding Health Savings Account eligibility
14. Discussion and possible action to implement a Health Reimbursement Account (HRA) for active employees
15. Discussion on policy considerations regarding Health Reimbursement Account eligibility issues
16. Discussion of Resolution 2004-50 and possible amendment to insurance coverage for active military employees and their families
17. Discussion of Resolution 2004-51 and possible amendment to vacation accrual for employees on active military duty

18. Review of September, 2018 Monthly Financial Reports for Human Resources and Safety
  
19. Report from Human Resources Director:
  - a. August and Sept, 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
  
20. Set next meeting date and agenda items
  
21. Adjournment

**Next scheduled meeting: Tuesday, November 20, 2018 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.