

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

**Tuesday, November 20, 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 October 16, 2018, Human Resources Committee Minutes
8. Discussion and possible action regarding position allocation changes for Health department Jail staffing, including consideration of the creation of a full-time Jail Public Health Nurse, an increase of hours to full-time for the Jail Nursing Supervisor and unfunding the Jail Nursing Supervisor position and consideration of contracting for services
9. Convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(e), "Deliberating or negotiating the purchasing 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 discussing a Memo of Understanding regarding health insurance contributions and wages with the Jefferson County Law Enforcement Officers Association Local 102 Bargaining unit.
10. Reconvene into open session for possible action on approving a Memo of Understanding regarding health insurance contributions and wages with Jefferson County Law Enforcement Officers Association Local 102 Bargaining unit.
11. Review of October, 2018 Monthly Financial Reports for Human Resources and Safety
12. Report from Human Resources Director:
  - a. October, 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
13. Set next meeting date and agenda items
14. Adjournment

**Next scheduled meeting: Tuesday, December 18, 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.