

Agenda - Human Resources Committee

*Revised March 16, 2020

Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549

Tuesday, March 17, 2020 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Kirk Lund; Laura Payne, Secretary; James Schroeder; 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 March 2, 2020, Human Resources Committee Minutes
8. Discussion and possible action to fill the unfunded Managing Director/Business Development position at Economic Development utilizing available professional services funds
9. Discussion and possible action to recommend creating one full-time Psychotherapist position in the Mental Health & AODA unit at Human Services
10. Discussion and possible action to recommend amending the Civil Service Ordinance, changing the assignment of the grievance committee required by sec. 59.26(8)(b)
11. 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 one employee 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.*
12. Discussion and possible action related to Personnel policies and the COVID-19 pandemic
13. Discussion and update on review of Personnel Policies and the Personnel Ordinance
14. Update on possible shared Risk Manager/Safety Officer and Purchasing Officer positions with Dodge County
15. Review of February, 2020, monthly financial reports for Human Resources and Safety
16. Report from Human Resources Director:
 - a. Vacant position requests
 - b. Emergency Help requests
 - c. Leave of Absence requests
 - d. Additional steps, benefits and bonuses provided to employees
17. Set next meeting date and agenda items
18. Adjournment

**Next scheduled meetings:
Tuesday, April 21, 2020 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.