

**Agenda - Human Resources Committee**  
**Jefferson County Courthouse**  
**311 S Center Ave, Room 205 and Videoconference**  
**Jefferson, WI 53549**

**Tuesday, May 18, 2021 @ 8:30 a.m.**

Join Zoom Meeting:

<https://zoom.us/j/94682887058?pwd=VUpnY1lFOGU4VEVjZFFNREdycU1TUT09>

Meeting ID: 946 8288 7058

Passcode: 427144

One tap Mobile: **1-312-626-6799, 946 8288 7058#**

Committee Members: James Braughler, Chair; Joan Fitzgerald; Laura Payne, Secretary; Brandon White, and 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 April 20, 2021, Human Resources Committee Minutes
8. Discussion and possible action approving non-classified positions' rates of pay for 2022 budget and making adjustments for 2021
9. Discussion and possible action extending the Emergency Paid Sick Leave and Emergency Family and Medical Leave Expansion Act as provided under the Federal American Rescue Plan
10. Discussion and possible action on amending the Personnel Ordinance and adopting a Remote Work/Telecommuting policy
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. Reconvene into open session for possible action on items discussed in closed session
13. Review of April 2021 monthly financial reports for Human Resources and Safety
14. Report from Human Resources Director:
  - a. Vacant position requests
  - b. Emergency Help requests
  - c. Additional steps, benefits, and bonuses provided to employees
  - d. Update of Human Resources activities in April, 2021
15. Set next meeting date and agenda items
16. Adjournment

**Next scheduled meetings:**  
**Tuesday, June 15, 2021 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.*