

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

Tuesday, August 17, 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 Braugher, 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 June 15, 2021, Human Resources Committee Minutes
8. Discussion of the Position Market Study and possible action selecting market placement
9. Discussion and possible action selecting CLF Asset Management, contracted with Wisconsin Counties Association, to offer a voluntary benefit of Retirement and Long-term Care Planning for County employees and elected officials
10. Update and discussion of 2022 personnel requests and insurance forecasts for 2022 and future years
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 an employee(s) 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 approving a Stipulation and Order imposing discipline on an employee(s) of the Sheriff's Office.
13. Review of July 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 July, 2021
15. Set next meeting date and agenda items
16. Adjournment

Next scheduled meetings:

Tuesday, September 21, 2021, at 8:30 a.m.

Tuesday, October 19, 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.