

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

Tuesday, May 17, 2022, at 8:30 a.m.

Join Zoom Meeting: <https://zoom.us/j/94682887058?pwd=VUbnY1IFOGU4VEVjZFFNREdycU1TUT09>
Meeting ID: 946 8288 7058 Passcode: 427144
One tap Mobile: **1-312-626-6799, 946 8288 7058#**

Committee Members: James Braugher; Joan Fitzgerald; Timothy Mielke, Meg Turville-Heitz, and Michael Wineke

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Election of Committee Officers
5. Review of the Agenda
6. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
7. Communications
8. Approval of April 12, 2022, Minutes
9. Determine future meeting dates and times
10. Review of Human Resources Committee Rules
11. Review of the County's compensation and benefit practices
12. Discussion and possible action recommending elimination of a vacant part-time Financial Systems Specialist position and creation of a full-time Budget Analyst I position in the Finance Department
13. Discussion and possible action to approve seasonal and non-classified position wages for 2023
14. Review of role of the Jefferson County Civil Service Grievance Committee
15. Discussion and possible action recommending suspension of the Civil Service Ordinance hiring procedure, specifically waiving educational requirement at time of hire
16. Convene into closed session pursuant to Wisconsin State Statute section 19.85 (1)(b), "Considering dismissal, demotion, licensing or discipline of any public employee(s) or person(s) 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.*
17. Reconvene into open session for possible action on approving a Stipulation and Order imposing discipline on an employee(s) of the Sheriff's Office.
18. Review of April 2022 monthly financial reports for Human Resources and Safety
19. 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
20. Set next meeting date and agenda items
21. Adjournment

Next scheduled meetings:
Tuesday, June 21, 2022, at 8:30 a.m. (tentative)
Tuesday, July 19, 2022, at 8:30 a.m. (tentative)

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.