

Human Resources Committee Agenda * Revised Aug 11, 2022

**Jefferson County Courthouse
311 S Center Ave, Room 205, and Videoconference
Jefferson, WI 53549
Tuesday, August 16, 2022, at 3:00 p.m.**

Join Zoom Meeting: <https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09>

Meeting ID: 876 9775 4337

Passcode: Meet2022

One tap Mobile: 1-312-626-6799

Committee Members: James Braughler, Chair; Joan Fitzgerald, Vice-Chair; 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. 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. Approval of Minutes
 - a. June 21, 2022, Minutes
 - b. July 6, 2022, Minutes
7. Communications
 - a. Presentation from Benefits Broker, R&R Insurance
8. Discussion and possible action approving a benefits broker for remaining of 2022 and 2023
9. Discussion and possible action recommending amending the Civil Service Ordinance 2012-06 for full-time and part-time Deputy Sheriffs, Detectives, Sergeants, Captains, and Chief Deputy positions
10. 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.*
11. Reconvene into open session for possible action on approving a Stipulation and Order imposing discipline on an employee(s) of the Sheriff's Office
12. ***Update and discussion of FY 2023 Budget, including impact of health insurance and market analysis**
13. Communications
 - a. Personnel Ordinance Sections concerning Employee Files and Records and Hours of Work
14. Review of July 2022 monthly financial reports for Human Resources and Safety
15. 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
16. Set next meeting date and agenda items
 - a. Discuss and possibly approve rescheduling the September 20, 2022, meeting
 - b. Discuss and possibly approve changing the time of meetings
17. Adjournment

Next scheduled meetings:

Tuesday, September 20, 2022, at 3:00 p.m.

Tuesday, October 18, 2022, at 3:00 p.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.