

Human Resources Committee Agenda
Jefferson County Courthouse
Conference Room C2003
311 S Center Avenue
Jefferson, WI 53549

Tuesday, August 20, 2024, at 8:30 a.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, Joan Callan, Kirk Lund, Matthew Tracy, and Karl Zarlring

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 June 18, 2024, Minutes
7. Communications
8. Discussion and possible action to approve a voluntary Short-Term Disability plan and provider and possible amend the current Voluntary Long Term Disability plan and/or provider for Jefferson County Employees
9. Discussion and review of Compensation Market studies, ranges and applicable Jefferson County policies
10. Discussion and possible recommendation regarding the organizational structure of the Emergency Management Department
11. Review and discussion regarding recruitment and requirements under the Civil Service Ordinance
12. Convene into closed session pursuant to Wisconsin State Statute section 19.85 (1)(e), "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on labor negotiation strategy with the Jefferson County Deputy Sheriff's Association and the Jefferson County Supervisors Association
13. Reconvene into open session for possible action on items discussed in closed session
14. Review of July 2024 monthly financial reports for Human Resources and Safety
15. Report from Human Resources Director
 - a. Requests to fill vacant positions
 - b. Emergency Help requests
 - c. Extra steps and/or benefits for new hires and current positions
 - d. Approvals of Leaves of Absences
 - e. Update on Human Resources Department activities
16. Discussion and possible action on tentative future meeting schedule and agenda items.
17. Adjournment

Next scheduled meetings:

Tuesday, September 17, 2024, at 8:30 a.m.

Tuesday, October 15, 2024, 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.