

Human Resources Committee Agenda
Jefferson County Courthouse, Conference Room C2003
311 S Center Avenue
Jefferson, WI 53549
Tuesday, October 21, 2025, at 8:30 a.m.

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Meeting ID: 228 204 581 460 4
Passcode: in7Cq3Lm

Committee Members: James Braughler, Chair; Joan Callan, Kirk Lund, Matthew Tracy, and Karl Zarling, 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. Approval of August 19, 2025, Minutes
7. Communications
8. Discussion and possible action to recommend a resolution to County Board to amend the 2025 and 2026 Human Services budgets and eliminate a Part-Time Nutrition Site Manager Position and Create a Part-Time Nutrition Program Administrative Assistant I Position
9. Convene into closed session for discussion and possible action pursuant to Wisconsin State Statute section 19.85 (1)(e), "...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 Supervisors Association and Jefferson County Deputy Sheriff's Association
10. Reconvene into open session for possible action on items discussed in closed session
11. Review of September 2025 monthly financial reports for Human Resources and Safety
12. Report from Human Resources Director to include Requests to fill vacant positions, Emergency Help requests, Extra steps and/or benefits for new hires and current positions, Update of Leaves of Absences requests, and Update on Human Resources Department activities
13. Discussion and possible action on tentative future meeting schedule and agenda items.
14. Adjournment

Next scheduled meetings:
Tuesday, November 18, 2025, at 8:30 a.m.
Tuesday, December 16, 2025, 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 accommodation 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.