

Agenda

**Human Resources Committee
Jefferson County Courthouse
320 S Main St, Room 112
Jefferson, WI 53549**

November 18, 2008, 8:30 a.m.

Committee Members: Sharon Schmeling, Chairman, James Braughler; Carol Knox; Julie Nelson, Vice Chairman; and Lloyd Zastrow, Secretary

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. Citizen comments
6. Approval of October 21, 2008 minutes
7. Approval of October 28, 2008 minutes
8. Update on personnel changes with the adoption of the 2009 budget
9. Review and possible action amending the Personnel Ordinance affected by switching to the State Health Insurance
 - a. HR0265, Part-Time Employment
 - b. HR0461, Military Leave Procedure
 - c. HR0640, Health and Dental Insurance
10. Report from Human Resources Director
 - a. Emergency help requests
 - b. Positions approved to be filled
 - c. Upcoming Supervisory Training
11. Convene into closed session pursuant to Section 19.85 (1)(b), Consideration of Employee Discipline
12. Reconvene into open session to address any remaining agenda items
13. Set next meeting date and agenda
14. Adjourn

Next scheduled meeting: December 16, 2008 @ 8:30a.m.

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.