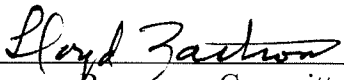


**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
April 21, 2009 @ 8:00am
Jefferson County Courthouse, Room 112**

1. Call to Order. Meeting called to order at 8:05am by S. Schmeling.
2. Roll Call. Present were S. Schmeling, J. Braughler (arriving at 8:15am), L. Zastrow, and C. Knox. Absent was J. Nelson. Quorum established. Also Present: G. Petre, T. Palm, E. Richmond, S. Schuck, and P. Ristow.
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Review of Agenda. Reviewed with no changes.
5. Citizen Comments. C. Knox shared comments expressed to her by constituents regarding the overall compensation for County clerical staff as well as staff in general at Countryside Home. Information will be provided at the June meeting to address her questions.
6. Motion by L. Zastrow, second by J. Braughler, to approve the March 17, 2009, minutes, with the correction of replacing one G. Petre with T. Palm under #2, Roll Call. Motion carried 3-0, 1 abstain (C. Knox).
7. Information provided by the Human Resources Director on potentially partnering with Opportunities, Inc., to obtain youth labor through the Workforce Investment Act under the American Recovery and Reinvestment Act of 2009. Departments expressing interest include Human Resources, Countryside, Fair, Parks, Land and Water Conservation, MIS, Highway and Human Services.
8. Information provided by the County Administrator, reviewing the circumstances of vacant positions at UW Extension and the possibility of using 40% of budgeted money for a vacant position to fund an agent half-time on a limited term, emergency help basis. S. Schmeling expressed concern that an agent with horticultural background was not what the public indicated they need, and that on a short-term basis would meet the immediate needs, but on a long-term basis would not meet the needs of the community. The issue of the contract with UW Extension will be reviewed at their next meeting, providing the County Administrator with more information and direction.
9. Information provided regarding the reclassification of the Child Support Supervisor's position upon assuming additional management duties upon the retirement of the current director. Because of the number of variables, including when a reclassification takes place, appointment and confirmation of a department head, the Committee requested a draft of the resolution be presented at the May meeting.
10. Information shared that there would be three retirements (occurring January through March, 2009) to recognize at the April 2009 County Board meeting. Drafts of the certificates were provided.

11. Written report from the Human Resources Director was shared, including emergency help requests, vacant position requests and new and reclassification requests for the 2010 budget.
12. Next meeting date scheduled for May 19, 2009 at 8:00am and June 16, 2009 at 8:30am to include review of a resolution requesting an early implementation of a reclassification for the Child Support Supervisor position.
13. Motion by J. Braugher, second by L. Zastrow, to move into closed session pursuant to Wisconsin State Statues 19.85 (1)(b) and (e). Roll call taken with all present responding "aye". Moved into closed session at 8:58am. Motion by C. Knox, second by J. Braugher, to approve the recommendation of the Sheriff for the 10-day suspension. Motion carried.
14. Motion by L. Zastrow, second by J. Braugher, to reconvene into open session. All present responding "Aye" and moved into open session at 9:32am.
15. No action taken to establish wages and benefits for non-represented employees for 2009 and/or 2010.
16. Motion by S. Schmeling, second by L. Zastrow, to adjourn. Meeting adjourned at 9:50am.



Human Resources Committee Secretary

5-19-09
Date