

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
July 7, 2011 @ 8:30am
Jefferson County Courthouse, Room 112**

1. Call to Order. Meeting called to order at 8:30am by J. Braugher.
2. Roll Call. Present: J. Braugher, C. Peterson, M. Delany and L. Zastrow; excused: D. Schultz. Quorum established. Also Present: G. Petre, T. Palm, J. Molinaro, J. Rou, J. Daniels, B. Kern, B. Frank, P. Ristow, J. Parker
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Review of Agenda. No changes made.
5. Citizen Comments. None.
6. Approval of minutes. Motion by L. Zastrow, second by C. Peterson, to approve the June 14, 2011 minutes, as presented. Motion carried.
7. Motion by m. Delany, second by C. Peterson, to approve a recommendation to create a full-time Behavioral Health Specialist position at Human Services and not fill a vacant full-time Community Outreach Worker position. Motion carried.
8. Review of the County's Civil Service Ordinance pertaining to promotions was discussed by Chief Deputy Jeffrey Parker. The Civil Service Commission has not had the opportunity to review the concerns of the HR Committee. Chief Deputy Parker will try to arrange for a meeting by the end of August and report back to the HR Committee in September.
9. Discussion regarding HR minutes and Fiscal Note of Resolution establishing the Clerk of Courts salary ensued following a request from the Clerk of Courts to address compensation for accepting appointments of Register of Probate and Lead Juvenile Clerk. No action taken.
10. Discussion regarding continuing concerns of malpractice insurance, Workers Compensation and direct supervision requirements of a LPN regarding the creation of a Public Health Technician (LPN) for the Rock River Free Clinic. Issue to be discussed further at a future meeting.
11. Motion by M. Delany, second by L. Zastrow, to approve the County Administrator's June 29, 2011 memorandum "Implementation of the 2011 Budget Repair Bill." Motion carried.
12. No action needed regarding a resolution to establish employee required WRS contributions on a pre-tax basis.
13. Discussion of a policy with respect to discipline and discharge as outlined in the State 2011 Budget Repair Bill. Staff to present a draft and bring forth at future meeting.
14. Motion by L. Zastrow, second by M. Delany, to move into closed session item pursuant to Wisconsin State Statutes Section 19.85 (1)(e), update and consideration of union negotiations. All members present, L. Zastrow, J. Braugher, C. Peterson, and M. Delany responding "Aye". Moved into closed session at 9:25am.

15. Motion by M. Delany, second by L. Zastrow, to reconvene into open session. All members present, L. Zastrow, J. Braugher, C. Peterson, and M. Delany responding "Aye". Reconvened into open session at 10:08am.
16. Discussion of other policy changes due to the implementation of the Budget Repair Bill. Discussion regarding how the health insurance premium will be established and changes needed to the ordinance.
17. Next meeting is scheduled for Monday, August 8, 2011 @ 8:30am, to include items 10, 13, 14, 15 and 16, as well as review of the 2012 Human Resources Department budget, discussion of an employee survey and a policy covering whistleblower protections.
18. Motion by L. Zastrow, second by M. Delany, to adjourn. Meeting adjourned at 10:20am.



Human Resources Committee Secretary

8-8-11
Date