

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
September 20, 2011 @ 8:30am
Jefferson County Courthouse, Room 112**

1. Call to Order. Meeting called to order at 8:32am by J. Braugher.
2. Roll Call. Present: J. Braugher, M. Delany, C. Peterson, D. Schultz and L. Zastrow. Quorum established. Also Present: G. Petre, T. Palm, J. Molinaro, J. Roou, D. Ehlinger, K. Cauley, P. Ristow, B. Kern
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 D. Schultz, to approve the September 7, 2011 minutes, as presented. Motion carried 4:0, 1 abstain (C. Peterson).
7. Motion by L. Zastrow, second by D. Schultz, to recommend a resolution to create a full-time Child Protective Services Ongoing Professional I and eliminate a vacant, full-time Family Development Worker at Human Services. Motion carried 5:0.
8. Discussion and consideration of ordinance amendments to sections HR0310 through HR0350, Applicable pay rates for new employees, demotion and transfer, promotion, reclassification, salary range changes, pay plan provisions, deductions for maintenance and employee compensation plan. Preliminary review with no action taken at this time.
9. Discussion of Personnel Ordinance HR0345, Deduction for Maintenance, and the need for a policy regarding employee use of county vehicles, including who can be in the vehicle, personal use of county vehicle, county business using personal vehicle. Draft of a policy to be presented to committee at a date in the near future.
10. Motion by D. Schultz, second by C. Peterson, to convene into closed session pursuant to Wisconsin Statutes 19.85 (1) (e), update and consideration of union negotiations. All members present, L. Zastrow, J. Braugher, D. Schultz, C. Peterson and M. Delany responding "Aye". Moved into closed session at 10:06am.
11. Motion by D. Schultz, second by M. Delany, to reconvene into open session. All members present, L. Zastrow, J. Braugher, D. Schultz, C. Peterson and M. Delany responding "Aye". Reconvened into open session at 10:33am.
12. Next meeting is scheduled for Tuesday, October 18, 2011 at 8:30am, to include items concerning revisions to Personnel Ordinance and closed session to discuss labor negotiations.
13. Motion by L. Zastrow, second by D. Schultz, to adjourn. Motion carried 5:0. Meeting adjourned at 10:35am.



Human Resources Committee Secretary

10-18-11

Date