

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
January 21, 2014 @ 8:30am
Jefferson County Courthouse, Room 112**

1. Meeting called to order at 8:00 pm by Chair, J. Braugher.
2. Present: J. Braugher, J. Schroeder, D. Schultz and G. David. P. Rogers present at 8:25am. Quorum established. Others Present: B. Wehmeier; T. Palm; P. Ristow; J. Molinaro, S. Jensen, and J. Parker.
3. Certification of compliance with the Open Meetings Law by B. Wehmeier.
4. Agenda reviewed with no changes.
5. Citizen Comments. None.
6. Motion by D. Schultz, second by G. David, to approve the January 21, 2014 minutes. Motion carried 4:0.
7. Communications: A copy of the offer extended, and accepted, by Genevieve Borich, Economic Development Director, with a rate of pay between step 8 and 9 of Grade 13, 2 full weeks of vacation in 2014 and increased to 3 weeks in 2016, and up to \$2500 for moving expenses.
8. Review of Monthly Financial Report. It was noted that the Human Resources budget is under budget right now. Ergonomic line item is over due to air quality testing in Clerk of Courts and Labor Negotiations line item also over. We have not received an invoice yet for the 2013 portion of the HIPAA Privacy Audit conducted in 2013, but anticipate approximately \$8500 for this and a request for carryover for the additional amount anticipated to be conducted in 2014.
9. Review of Field Training Officer pay received by Communication Operators. Chief Deputy presented that training pay for dispatchers is \$.35 per hour, compared to \$2.00 per hour for deputies. Committee requested additional information including comparable information, feedback from Carlson Dettman whether training was considered when grade placement was recommended, and how the Sheriff's department will cover additional cost in budget.

P. Rogers present at 8:25am.

10. Motion by J. Schroeder, second by D. Schultz, to convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(e), consideration of union negotiations and 19.85(1)(f), consideration of an employee's specific medical history as it relates to a leave of absence request. All present responding "Aye", 5:0. Moved into closed session at 8:26am. Note: also present were J. Molinaro, P. Ristow, B. Wehmeier, and T. Palm the entire closed session and S. Jensen for item under 19.85 (1)(f).

11. Motion by G. David, second by J. Schroeder, to reconvene into open session. All present responding “Aye”, 5:0. Moved into open session at 9:47am.
 - a. Motion by D. Schultz, second by G. David, to approve the request for extension of leave of absence as recommended by the attending physician through May 19, 2014 as requested. Motion carried 5:0

12. Next meeting set for March 18, 2014 at 8:30am. To include items of reclass language for elected officials, FTO pay for Communication Operators, uniform allowance language, classification of interpreters and other possible positions, possible reclassification of administrative positions in Parks and Sheriff’s department due to vacancies.

13. Motion by D. Schultz, second by G. David, to adjourn. Meeting adjourned at 9:54am.

Human Resources Committee Secretary

Date