


**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
March 5, 2014 @ 8:15am
Jefferson County Courthouse, Room 112**

1. Meeting called to order at 8:15am by Chair, J. Braugher.
2. Present: J. Braugher, J. Schroeder, P. Rogers and G. David. D. Schultz excused. Quorum established. Others Present: B. Wehmeier; T. Palm; P. Ristow; J. Molinaro, S. Jensen, D. Haugom, B. Lamers and P. Milbrath.
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 P. Rogers, second by G. David, to approve the February 18, 2014 minutes. Motion carried 4:0.
7. Communications: A copy of the request to create a full time Program Assistant in the Sheriff's Department, which was emailed late on March 4, 2014.
8. Discussion of creating a full-time Program Assistant in the Sheriff's department and elimination of the vacant .4 FTE in Emergency Management and a 19 hour/week position currently occupied in the Sheriff's department. Motion by P. Rogers, second by G. David, to recommend to County Board to create of a full-time Program Assistant position shared between Emergency Management and the Sheriff's department and eliminate the .4 vacant Program Assistant and eliminate a filled 19 hr/week Administrative Assistant II position in the Sheriff's department. Motion carried 4:0.
9. Motion by J. Schroeder, second by G. David, to convene into closed session pursuant to Wisconsin State Statues 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", 4:0. Moved into closed session at 8:38am. 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).
10. Motion by P. Rogers, second by G. David, to reconvene into open session. All present responding "Aye", 4:0. Moved into open session at 9:05am.
 - a. No action taken on leave of absence, pending additional information.

11. Motion by J. Schroeder, second by P. Rogers, to recommend ratification of the tentative agreement between the County and The Labor Association of Wisconsin and Local 102, pending ratification from the union. Motion carried 4:0. Note: see attached.
12. Motion by J. Schroeder, second by P. Rogers, to recommend to County Board the same package as proposed for the law enforcement union for the management staff at sheriff's department, pending adoption of the agreement for the union. Motion carried 4:0. Note: see attached.
13. Next meeting set for March 18, 2014 at 8:30am. To include items of medical leave request, 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 department due to vacancies and consideration of voluntary benefit changes/additions.
14. Motion by P. Rogers, second by G. David, to adjourn. Meeting adjourned at 9:19am.



Human Resources Committee Secretary



Date