

**HUMAN RESOURCES COMMITTEE – Amended February 16, 2016**

**MEETING MINUTES**

**February 4, 2016 @ 6:00pm**

**Jefferson County Courthouse, Room 112**

1. Call to Order: Chair, Jim Braughler called the meeting to order at 6:00 pm.
2. Roll Call: Present: Jim Braughler (Chair), Jim Mode (Vice Chair), Paul Babcock, and Michael Wineke. Excused: Greg David (Secretary). Others present: Barb Frank, Staci Hoffman, Terri Palm, Carla Robinson, Jim Schroeder, Blair Ward, Benjamin Wehmeier.
3. Certification of compliance with the Open Meetings Law: Confirmed by B. Wehmeier, County Administrator.
4. Review of Agenda: Reviewed with no changes.
5. Citizen Comment: None.
6. Communications: Copies materials pertaining to agenda items provided.
7. Approval of the December 15, 2015 minutes. **Motion by J. Mode, second by P. Babcock, to approve the January 26, 2016 minutes as printed.** Motion Carried 4:0.
8. Discussion and possible action to eliminate one vacant part-time Public Health Nurse position and create one part-time WIC Registered Dietician/Registered Nurse position at the Health Department. **Motion by J. Mode, second by P. Babcock, to recommend a resolution to eliminate the vacant, part-time Public Health Nurse position and create a part-time, WIC Registered Dietitian/Registered Nurse position.** Motion carried 4:0.
9. Discussion and possible action to amend Ordinance 2013-26, establish a procedure to set elected official salaries. **Motion by M. Wineke, second by P. Babcock, to eliminate ordinance 2013-26 and create an ordinance that establishes a procedure to set elected official salaries at step 7 of the grade placement recommended by the County's Classification and Compensation vendor, at the time papers are taken out, with any COLA to be reviewed and recommended by HR Committee prior to each election term.** Motion carried 4:0.
10. Next Meeting date and agenda items: Next scheduled meeting set for **Tuesday, February 16, 2016 @ 8:30am**. Agenda to include a recommendation of salaries for 2017 – 2020 for the elected official positions of County Clerk, Register of Deeds and Treasurer.
11. Adjournment: **Motion by J. Mode, second by M. Wineke.** Motion Carried 4:0. Meeting adjourned at 9:40a.m.