

HUMAN RESOURCES COMMITTEE
MEETING MINUTES
June 21, 2016 @ 8:30am
Jefferson County Courthouse, Room 112

1. Call to Order: Meeting called to order by Human Resources Committee Chair, Jim Braughler, at 8:30 am.
2. Roll Call: Present: Jim Braughler, Jim Mode, Michael Wineke, and Lloyd Zastrow. Excused: Greg David. Others present: Kathi Cauley, Brian Lamers, Terri Palm and Blair Ward.
3. Certification of compliance with the Open Meetings Law: Confirmed by T. Palm, Human Resources Director.
4. Review of Agenda: No changes.
5. Citizen Comment: None.
6. Approval of Minutes:
 - a) May 4, 2016 minutes. **Motion by J. Mode, second by L. Zastrow, to approve the May 4, 2016 minutes.** Minutes approved 3:0. M. Wineke abstains.
 - b) June 9, 2016 minutes. **Motion by M. Wineke, second by J. Mode, to approve the June 9, 2016 minutes.** Minutes approved 3:0. J. Braughler abstains.
7. Communications: Revised draft resolution provided.
8. Discussion and possible action to eliminate a full-time Child Protective Services Ongoing Professional I (CPSOP I) position and create a full-time Intake/On-Call Worker position at Human Services. K. Cauley provided information that there is a vacant CPSOP I position, due to a transfer. With the vacancy, Human Services took a look at where the greatest need is. The CPSOP I caseload is actually down, however, the need for Chapter 48 services/initial assessments that Intake/OnCall Workers perform has increased drastically (one of the highest in the State). Need more resources in the initial assessment area. **Motion by M. Wineke, second by L. Zastrow, to recommend to County Board the elimination of a full-time CSPOP I position and the creation of one full-time Intake/On-Call position at Human Services.** Motion carried 4:0.
9. Discussion and possible actual establishing non-classified pay rates for 2017. T. Palm discussed the difficulty in recruitment, the cost of increasing the non-classified rates, and the wide range local employers are paying. Jefferson County's current rate is not out of line and more in the middle. Also, discussion of attracting students who have other activities and aren't as motivated to find jobs. County Administrator, B. Wehmeier, agrees at this time not to increase the rate, pending further review of the 2017 budget. **Motion by J. Mode, second by M. Wineke, to approve maintaining the 2016 non-classified rates for 2017.** Motion carried 4:0.
10. Set next meeting date and agenda items. Next meeting scheduled for Tuesday, July 19, 2016 at 8:30am. Agenda items to be determined.
11. Adjournment: **Motion by J. Mode, second by L. Zastrow, to adjourn.** Motion Carried 4:0. Meeting adjourned at 8:44a.m.