

Agenda - Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549

Tuesday, April 18, 2017 @ 8:30 a.m.

Committee Members: James Braughler, Greg David, Jim Mode, Michael Wineke, Lloyd Zastrow

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval March 21, 2017 minutes
7. Communications
 - a. Retirement Recognitions for January – March, 2017
8. Discussion and possible action to approve Plan changes to the County's voluntary Group Long Term Disability Insurance
9. Discussion and possible action to approve hiring an applicant having less than the appropriate qualifications at a lower pay grade for the full-time Network Specialist position, per HR0270, Qualifications of Employees
10. Discussion and possible action to increase seasonal and unclassified position rates for 2017
11. Discussion and possible action to establish seasonal and unclassified position rates for 2018
12. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(b), consideration of employee discipline. *Note: The Human Resources Committee will be serving as the Civil Service Grievance Committee for the employee discipline during the closed session.*
13. Reconvene into open session for action regarding items discussed in closed session
 - a. Employee Discipline
14. Review of February, 2017, Monthly Financial Report for Human Resources and Safety
15. Report from Human Resources Director:
 - a. March, 2017, monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence approvals
 - e. Employees provided additional steps or benefits
 - f. Reclassification and New Hire process
16. Set next meeting date and agenda items
17. Adjournment

Next scheduled meeting: Tuesday, May 16, 2017 at 8:30 a.m.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.