

HUMAN RESOURCES COMMITTEE MEETING MINUTES

Wednesday, October 7, 2020 @ 8:00 a.m.

Jefferson County Courthouse, Room 205 and virtual via zoom.us/j/92140896205

1. Call to Order: Meeting called to order by Chair James Braughler at 8:00 a.m.
2. Roll Call: Present: James Braughler, Chair; Joan Fitzgerald; Laura Payne, Secretary (virtual); Brandon White (virtual); Michael Wineke, Vice Chair. **Quorum established.** Others staff present: Karen Mundt, Benefits Administrator (virtual); Terri Palm-Kostroski, Human Resources Director; Blair Ward, Corporation Counsel; Benjamin Wehmeier, County Administrator at 8:30am. Members of the public present: none.
3. Certification of compliance with the Open Meetings Law: Confirmed by T. Palm-Kostroski.
4. Review of Agenda: No changes.
5. Public Comment: None.
6. Communications: Three retirements reviewed by T. Palm-Kostroski.
7. Approval of September 15, 2020, Human Resources Committee Minutes. **Motion by J. Fitzgerald to approve the Human Resources Committee September 15, 2020, minutes as presented. Second by M. Wineke. Motion passed 5:0.**
8. Discussion and possible action concerning eligibility and plan design for retiree health coverage. **Motion by J. Fitzgerald to approve forward the resolution to County Board for consideration to offer retirees only a \$4000/\$8000 deductible and only offer coverage until employee is Medicare eligible. Second by M. Wineke. Motion passed 5:0.**
9. Discussion and possible on amending Resolution 2004-50 regarding insurance coverage for County employees on active military duty and their families and Resolution 2004-51 regarding vacation accrual for County employees on active military duty. **Motion by M. Wineke to approve no changes to the resolutions and incorporate into final personnel policy and not return to Human Resources annually as resolutions. Second by B. White. Motion passed 5:0.**
10. Discussion of Personnel Ordinance HR0690(F) and (H), Vacation. Discussion from T. Palm-Kostroski and B. Wehmeier regarding the current limit of carryover of vacation as it relates to COVID-19. Certain positions may need special consideration and additional vacation may be granted based on COVID circumstances and within the temporary authority given to the County Administrator to temporarily suspend personnel policies. **Discussion only.**
11. Convene into closed session pursuant to Wisconsin State Statute section 19.85 (1)(g), "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved" for the purpose of discussing employment issues. **No closed session needed.**
12. Set next meeting date and agenda items: Tuesday, October 20, 2020, at 8:30 a.m. and Tuesday, November 17, 2020, at 8:30 a.m. to possibly include consideration of Retiree Dean Health insurance options for 2021 and beyond, COVID-19 updates, and temporary suspension of policies.
13. Adjournment. **Motion by M. Wineke to adjourn. Second by J. Fitzgerald. Motion passed 5:0. Meeting adjourned at 8:35 a.m.**