

HUMAN RESOURCES COMMITTEE MEETING MINUTES
Tuesday, January 20, 2026, @ 8:30 a.m.
Jefferson County Courthouse, Room C2003, and Videoconference

1. Call to order: **Meeting called to order by J. Braughler at 8:32 a.m.**
2. Roll call: Present: James Braughler, Chair; Joan Callan; Kirk Lund; Karl Zarling, Vice Chair (virtual); Absent: Matthew Tracy. **Quorum established.**
Other Staff Present: Michael Luckey, County Administrator (virtual); Jessica Tucker, Interim Human Resources Director; Travis Maze, Sheriff; Danielle Thompson, Corporation Counsel; Cindy Hamre-Incha, Clerk of Courts; Matthew Zangl, Planning & Development Director; Kevin Weissman, Parks Director (virtual); Marc Devries Finance Director (virtual).
3. Certification of compliance with the Open Meetings Law: Confirmed by M. Luckey. **No Action taken.**
4. Review of the Agenda: No Changes. **No action taken.**
5. Public comment: None. **No action taken.**
6. Approval of December 16, 2025, Human Resources Committee Minutes: **Motion by K. Lund to approve the Human Resources Committee December 16, 2025, minutes, as presented. Second by J. Callan. Motion passed 4:0.**
7. Communications: None. **No action taken.**
8. Discussion on 2027, 2028, 2029, and 2030 Wages for Elected Officials: Sheriff and Clerk of Courts: Committee discussed and gave Interim HR Director direction on obtaining comparable data.
9. Discussion on amending Personnel Ordinance HR0360 regarding Department Head Hours: Committee discussed and gave direction to Interim HR Director on updating ordinance.
10. Discussion regarding updating the Personal Ordinance for Jefferson County: Committee discussed as ongoing project for HR in 2026.
11. Convene into closed session for discussion and possible action pursuant to Wisconsin State Statute section 19.85(1)(e), "...conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on labor negotiation strategy with the Jefferson County Deputy Sheriff's Association and Jefferson County Supervisors Association: No discussion. **No action taken.**
12. Reconvene into open session for possible action on items discussed in closed session: **No action taken.**
13. Review of December 2025 monthly financial reports for Human Resources and Safety: J. Tucker reported no significant change from previous meeting. **No action taken.**
14. Report from Interim Human Resources Director on activities from December through present: Verbal report provided on county wide vacancies, additional steps and/or benefits, and activities in general. **No action taken.**
15. Discussion and possible action on tentative future meeting schedule and agenda items: Next meeting scheduled for Tuesday, February 17, 2026. **No action taken.**
16. Adjournment: Motion by J. Callan to adjourn. Second by K. Lund. **Motion passed 4:0. Meeting adjourned at 9:16 a.m.**