

HUMAN RESOURCES COMMITTEE MEETING MINUTES

Tuesday, February 17, 2026, @ 8:30 a.m.

Jefferson County Courthouse, Room C2003, and
Videoconference

1. Call to order: **Meeting called to order by J. Braugher at 8:30 a.m.**
2. Roll call: Present: James Braugher, Chair; Joan Callan; Kirk Lund, Karl Zarling, Vice Chair (virtual); Absent: Matthew Tracy. **Quorum established.**
Other Staff Present: Michael Luckey, County Administrator; Jessica Tucker, Interim Human Resources Director; Travis Maze, Sheriff; Danielle Thompson, Corporation Counsel; Cindy Hamre-Incha, Clerk of Courts; Patricia Cicero, Land and Water Conservation Director; Cody Aagerup, HR Generalist - Recruitment/Retention (virtual); Jessica Olszewski, Sr HR Program Coordinator (virtual); Nichol Donovan, Medical Examiner (virtual); Staci Hoffman, Register of Deeds (virtual); Sarana Stolar, Paralegal (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 January 20, 2026, Human Resources Committee Minutes: **Motion by J. Callan to approve the Human Resources Committee January 20, 2026, minutes, as presented. Second by K. Lund. Motion passed 4:0.**
7. Communications: Introduction of new HR member. **No action taken.**
8. Discussion and possible action on 2027, 2028, 2029, and 2030 Wages for Elected Officials: Sheriff and Clerk of Courts: Discussion on presented data for comparable counties. Recommendation on wages was made by the County Administrator for an 8% increase in 2027, 3%, in 2028, 3% in 2029 and 3.5% in 2030 for the Clerk of Courts. The County Administrator recommended for the Sheriff a 6% increase in 2027, 4% in 2028, 4% in 2029 and 4% in 2030. **Motion made by K. Lund to approve the recommendation for salary increase as recommended for Clerk of Courts and to set the Sheriff's wages at 11% increase in 2027, 4 % in 2028, 4% in 2029 and 3.5% in 2030. Second by J. Callan. Motion passed 3:1.**
9. Discussion and possible action on amending Personnel Ordinance HR0360 regarding Department Head Hours: Committee discussed and gave direction to Interim HR Director on updating ordinance. **No action taken.**
10. Update on Family Friendly Workplaces: County Administrator presented on Jefferson County becoming gold certified Family Friendly Workplace. **No action taken.**
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: Update given. **No action taken.**
12. Review of January 2026 monthly financial reports for Human Resources and Safety: J. Tucker reported no significant change from previous meeting. **No action taken.**
13. Report from Interim Human Resources Director on activities from January through present: Verbal report provided on county wide vacancies, additional steps an/or benefits, and activities in general. **No action Taken**
14. Discussion and possible action on tentative future meeting schedule and agenda items: Next meeting scheduled for Tuesday, March 17, 2026. **No action taken.**
15. Adjournment: **Motion by K. Lund to adjourn. Second by J. Callan. Motion passed 4:0. Meeting adjourned at 9:40 a.m.**