

**Human Resources Committee Agenda**  
**Highway Committee Room**  
**1425 Wisconsin Dr, and Videoconference**  
**Jefferson, WI 53549**  
**Tuesday, August 15, 2023, at 8:30 a.m.**

Join Zoom Meeting: <a href="https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09">https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09</a>	
Meeting ID: 876 9775 4337	Passcode: Meet2022
One tap Mobile: <a href="tel:1-312-626-6799">1-312-626-6799</a>	

Committee Members: James Braughler, Chair; Joan Fitzgerald, Vice-Chair; Meg Turville-Heitz; Michael Wineke; Karl Zarling

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 of July 18, 2023, Minutes
7. Communications
8. Update and discussion of Employee Recruitment and Retention Workgroup meeting
9. Update of approval of implementing a wellness incentive program for the remainder of 2023
10. Update and discussion on possible amendments to the County's vacation policy
11. Update and discussion on employee compensation data and the impact on the County's non-represented pay grading system and compensation policy
12. Convene into closed session pursuant to Wisconsin State Statute section 19.85 (1)(e), "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or 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 and/or approval of labor contract with the Jefferson County Deputy Sheriff's.
13. Reconvene into open session for possible action on items discussed in closed session
14. Review of July 2023 monthly financial reports for Human Resources and Safety
15. Report from Human Resources Director
16. Set next meeting date and agenda items
17. Adjournment

**Next scheduled meetings:**  
**Tuesday, September 19, 2023, at 8:30 a.m. (tentative)**  
**Tuesday, October 17, 2023, at 8:30 a.m.**  
**Tuesday, November 21, 2023, 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.*

## HUMAN RESOURCES COMMITTEE MEETING MINUTES

Tuesday, July 18, 2023 @ 8:30 a.m.

Jefferson County Highway Committee Room, and Videoconference

1. Call to Order: Meeting called to order by Chair Braugher at 8:30 a.m.
2. Roll Call: Present: James Braugher, Chair; Joan Fitzgerald, Vice Chair; Meg Turville-Heitz (virtual); Michael Wineke; and Karl Zarling. **Quorum established.** Others present: David Drayna, County Board Supervisor (virtual); Kathy Huebner, Highway staff; Don Hunter, Chief Deputy; Michael Luckey, Assistant County Administrator; Paul Milbrath, Sheriff; Terri Palm-Kostroski, Human Resources Director; Jennifer Robinson, Recruitment and Retention Specialist; Jessica Tucker, Benefits Administrator; J. Blair Ward, Corporation Counsel; Benjamin Wehmeier, County Administrator.
3. Certification of compliance with the Open Meetings Law: Confirmed by B. Wehmeier.
4. Review of Agenda: **No action taken.**
5. Public Comment: None.
6. Approval of June 18, 2023, Human Resources Committee Minutes. **Motion by J. Fitzgerald, to approve the Human Resources Committee June 18, 2023, minutes. Second by K. Zarling. Motion passed 5:0.**
7. Communications: Introduction of Jenn Robinson, Recruitment and Retention Specialist.
8. Convene into closed session pursuant to Wisconsin State Statute section 19.85 (1)(e), "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or 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 and/or approval of labor contract with the Jefferson County Deputy Sheriff's Association and Wisconsin State Statute section 19.85 (1)(b), "Considering dismissal, demotion, licensing or discipline of any public employee(s) or person(s) licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter" for the purpose of discussing a Stipulation and Order imposing discipline on an employee(s) of the Sheriff's Office. *Note: For closed session under 19.85 (1)(b), the Committee will be acting as the Jefferson County Civil Service Grievance Committee. Also present: David Drayna, County Board Supervisor (virtual); Don Hunter, Chief Deputy; Michael Luckey, Assistant County Administrator; Paul Milbrath, Sheriff; Terri Palm-Kostroski, Human Resources Director; Jennifer Robinson, Recruitment and Retention Specialist; Jessica Tucker, Benefits Administrator; J. Blair Ward, Corporation Counsel; Benjamin Wehmeier, County Administrator.*

**Motion by K. Zarling to move into closed session under Wisconsin State Statute section 19.85(1)(e) for the purpose of discussing and possible action on labor negotiation strategy and/or approval of labor contract and Wisconsin State Statute section 19.85 (1)(b), "considering dismissal, demotion, licensing or discipline of any public employee(s) or person(s) licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter" for the purpose of discussing a Stipulation and Order imposing discipline on an employee(s) of the Sheriff's Office. Second by M. Wineke. J. Braugher, Aye; J. Fitzgerald, Aye; M. Wineke, Aye; K. Zarling, Aye; M. Turville-Heitz, Aye. Moved into closed session at 8:32 a.m.**

9. Reconvene into open session for possible action on items discussed in closed session. **Motion by K. Zarling to reconvene into open session. Second by J. Fitzgerald. Motion passed 5:0. Reconvened into open session at 9:03 a.m.**
  - a. **Motion by M. Wineke to approve the Stipulation and Order imposing discipline on an employee of the Sheriff's Office. Second by J. Fitzgerald. Motion passed 5:0.**

10. Update and discussion on employee compensation data and the impact on the County's non-represented pay grading system and compensation policy. T. Palm-Kostroski discussed feedback from an employee work group as well as survey results of the work group. Guidance from committee to continue work group for additional information, and in the meantime, make market adjustments as needed for positions above/below 10% of the market. Human Resources will do an analysis of guidance and report back at next meeting. Discussion only. **No action taken.**
11. Update and discussion on possible recruitment and retention policies. J. Robinson provided a summary of objectives being considered. Discussion only. **No action taken.**
12. Update and discussion on possible amendments to the County's vacation policy. Discussion only. **No action taken.**
13. Discussion and possible approval of implementing a wellness incentive program for the remainder of 2023. **Motion by J. Fitzgerald to pursue a Wellness rewards program for the remainder of 2023 and provide fiscal impact to Finance Committee for review. Second by M. Wineke. Motion passed 5:0.**
14. Review of June 2023 monthly financial reports for Human Resources and Safety. Information only. **No action taken.**
15. Report from Human Resources Director. T. Palm-Kostroski provided verbal update on positions and emergency help requests, additional steps and/or benefits, and activities since the June 1, 2023, meeting. **No action taken.**
16. Set next meeting date and agenda items. Tuesday, August 15, 2023, at 8:30 a.m.; Tuesday, September 19, 2023, and Tuesday, October 17, 2023, at 8:30 a.m. Tuesday, September 19, 2023, may be rescheduled due to Wisconsin County Association conference. Next agenda to include update of Market study/planning; update on recruitment/retention policies including vacation from employee work groups. **No action taken.**
17. Adjournment **Motion by J. Fitzgerald to adjourn. Second by K. Zarling. Motion passed 5:0. Meeting adjourned at 10:28 a.m.**



## JEFFERSON COUNTY HUMAN RESOURCES

Courthouse  
311 South Center Ave - Room 111  
JEFFERSON, WISCONSIN 53549  
Telephone (920) 674-7102  
Fax (920) 675-0068

**TERRI PALM KOSTROSKI**  
Human Resources Director

**JESSICA TUCKER**  
Benefits Administrator

**JESSICA OLSZEWSKI**  
Human Resources Coordinator II

**JENNIFER ROBINSON**  
Recruitment/Retention Specialist

To: Members of the Finance Committee

FROM: Terri Palm, HR Director

RE: **Market Study and Compensation Analysis for Jefferson County Positions**

DATE: August 2, 2023

In response to the increasing need for a competitive compensation strategy, the Jefferson County Human Resources staff conducted a comprehensive market study to assess the salary levels of over 70 county positions (benchmark positions). The study aimed to evaluate the county's current compensation structure by comparing it to comparable data from other counties and analyzing various metrics. The Human Resources Committee set a goal to remain at approximately 60% of our comparable market. The findings of the study highlighted a potential compensation discrepancy for a subset of positions and prompted further analysis.

### **Key Findings:**

Upon thorough examination of the market study results, it was identified that 15 county positions may be compensated at levels more than 10% below the market average.

The implications of the initial findings extend beyond the initial 15 positions. An additional 24 positions were identified that could potentially be affected due to data indicating pay compression issues and seven internal characteristics matching those of the initially identified positions (i.e. required physical skills, education, and experience).

Also, there is the potential need to address compensation compression concerns for certain positions within the Sheriff's office, including Sergeants, Captains, and the Chief Deputy position. The precise actions and solutions are contingent upon final agreements with the union.

### **Employee Feedback and Engagement:**

In tandem with the market study, the Human Resources staff and a member of the Human Resources Committee proactively engaged with an employee workgroup comprising approximately 20 employees. This engagement sought feedback on pay plan systems, recruitment strategies, and retention challenges. These insights were considered in conjunction with the market study findings to formulate a comprehensive compensation strategy.

Acknowledging the urgency of the matter, the Human Resources Committee provided preliminary direction to propose a budget plan for 2024. This plan aims to address the compensation disparities for positions significantly below the market benchmark (10% threshold). Concurrently, the committee directed staff to continue collaborating with the employee workgroup, explore external consulting options if necessary, and develop a flexible compensation plan capable of adapting to future market fluctuations.

**Projected Cost Implications:**

An estimate of the potential cost impact was calculated, assuming that all 42 identified positions exhibit compensation discrepancies beyond 10% and/or pay compression concerns, and includes not only wages, but Wisconsin Retirement System (WRS) and Federal Insurance Contributions Act (FICA) contributions. The anticipated total cost associated with addressing these disparities is approximately \$243,758.

In summary, the market study underscores the need for strategic compensation adjustments within Jefferson County to ensure competitiveness, address pay compression, and attract and retain valuable talent. Human Resources staff will work with Administration, Finance Department, and both the Finance and Human Resources Committees to collaborate closely to devise a comprehensive and sustainable compensation strategy that aligns with the county's financial goals and human resource objectives.

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ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
<b>12301 Human Resources</b>							
12301 411100 General Property Taxes	-503,321	0	-503,321	-293,604.15	.00	-209,717.30	58.3%
12301 421001 22101 State Aid	0	0	0	.00	.00	.00	.0%
12301 424001 22217 Federal Grants	0	0	0	.00	.00	.00	.0%
12301 424001 22219 Federal Grants	-93,136	0	-93,136	.00	.00	-93,135.77	.0%
12301 451002 Private Party Photocopy	-40	0	-40	-9.00	.00	-31.00	22.5%
12301 451034 Badge Replacement Fee	-40	0	-40	-13.38	.00	-26.62	33.5%
12301 451200 Records & Reports	0	0	0	.00	.00	.00	.0%
12301 484005 Insurance Training Reimburse	-3,000	0	-3,000	.00	.00	-3,000.00	.0%
12301 486010 Rebates	-6,990	0	-6,990	.00	.00	-6,990.00	.0%
12301 511110 Salary-Permanent Regular	188,492	0	188,492	107,655.68	.00	80,836.73	57.1%
12301 511110 22101 Salary-Permanent Regula	0	0	0	.00	.00	.00	.0%
12301 511110 22219 Salary-Permanent Regula	0	0	0	4,453.77	.00	-4,453.77	.0%
12301 511210 Wages-Regular	52,259	0	52,259	30,882.17	.00	21,377.31	59.1%
12301 511210 22101 Wages-Regular	0	0	0	.00	.00	.00	.0%
12301 511210 22219 Wages-Regular	65,612	0	65,612	28,156.06	.00	37,455.62	42.9%
12301 511220 Wages-Overtime	31	0	31	.00	.00	30.78	.0%
12301 511220 22219 Wages-Overtime	0	0	0	.00	.00	.00	.0%
12301 511240 Wages-Temporary	0	0	0	.00	.00	.00	.0%
12301 511240 22101 Wages-Temporary	0	0	0	.00	.00	.00	.0%
12301 511310 Wages-Sick Leave	0	0	0	.00	.00	.00	.0%
12301 511320 Wages-Vacation Pay	0	0	0	.00	.00	.00	.0%
12301 511330 Wages-Longevity Pay	339	0	339	.00	.00	338.75	.0%
12301 511340 Wages-Holiday Pay	0	0	0	.00	.00	.00	.0%
12301 511350 Wages-Miscellaneous(Comp)	0	0	0	.00	.00	.00	.0%
12301 511380 Wages-Bereavement	0	0	0	.00	.00	.00	.0%
12301 512141 Social Security	16,617	0	16,617	9,543.83	.00	7,073.02	57.4%
12301 512141 22101 Social Security	0	0	0	.00	.00	.00	.0%
12301 512141 22219 Social Security	4,653	0	4,653	2,494.67	.00	2,158.75	53.6%
12301 512142 Retirement (Employer)	16,396	0	16,396	9,420.62	.00	6,975.64	57.5%
12301 512142 22101 Retirement (Employer)	0	0	0	.00	.00	.00	.0%
12301 512142 22219 Retirement (Employer)	4,462	0	4,462	285.85	.00	4,175.74	6.4%
12301 512144 Health Insurance	85,756	0	85,756	44,048.76	.00	41,707.62	51.4%
12301 512144 22101 Health Insurance	0	0	0	.00	.00	.00	.0%
12301 512144 22219 Health Insurance	17,293	0	17,293	.00	.00	17,293.08	.0%
12301 512145 Life Insurance	74	0	74	44.95	.00	29.33	60.5%
12301 512145 22101 Life Insurance	0	0	0	.00	.00	.00	.0%
12301 512145 22219 Life Insurance	12	0	12	2.18	.00	9.82	18.2%
12301 512150 FSA Contribution	0	0	0	.00	.00	.00	.0%

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ACCOUNTS FOR:	ORIGINAL	TRANFRS/ ADJSTMTS	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP		BUDGET			BUDGET	USED
12301 512151 HSA Contribution	0	0	0	.00	.00	.00	.0%
12301 512151 22219 HSA Contribution	0	0	0	.00	.00	.00	.0%
12301 512152 Limited FSA Contribution	0	0	0	.00	.00	.00	.0%
12301 512153 HRA Contribution	0	0	0	1,291.94	.00	-1,291.94	.0%
12301 512173 Dental Insurance	3,312	0	3,312	1,932.00	.00	1,380.00	58.3%
12301 512173 22101 Dental Insurance	0	0	0	.00	.00	.00	.0%
12301 512173 22219 Dental Insurance	1,104	0	1,104	.00	.00	1,104.00	.0%
12301 521218 Arbitrator	400	0	400	400.00	.00	.00	100.0%
12301 521219 Other Professional Serv	17,300	84,880	102,180	52,664.50	31,071.50	18,444.00	81.9%
12301 521219 22101 Other Professional Serv	0	0	0	.00	.00	.00	.0%
12301 521220 Consultant	0	0	0	.00	.00	.00	.0%
12301 521225 Section 125	39,300	0	39,300	17,054.75	2,892.25	19,353.00	50.8%
12301 521226 Ergonomics	400	0	400	.00	.00	400.00	.0%
12301 521227 Position Classifications	1,000	0	1,000	.00	.00	1,000.00	.0%
12301 521228 Labor Negotiations	22,500	20,000	42,500	19,080.50	.00	23,419.50	44.9%
12301 521229 Recruitment Related	10,670	0	10,670	5,406.45	37,080.00	-31,816.45	398.2%
12301 521229 22101 Recruitment Related	0	0	0	.00	.00	.00	.0%
12301 521296 Computer Support	0	0	0	.00	.00	.00	.0%
12301 531105 Flex Plan Surplus	0	0	0	.00	.00	.00	.0%
12301 531243 Furniture & Furnishings	0	0	0	.00	.00	.00	.0%
12301 531298 United Parcel Service	0	0	0	.00	.00	.00	.0%
12301 531303 Computer Equipmt & Software	6,946	0	6,946	4,704.43	.00	2,241.83	67.7%
12301 531311 Postage & Box Rent	400	0	400	242.01	.00	157.99	60.5%
12301 531312 Office Supplies	800	0	800	424.31	.00	375.69	53.0%
12301 531312 22101 Office Supplies	0	0	0	.00	.00	.00	.0%
12301 531313 Printing & Duplicating	50	0	50	6.12	.00	43.88	12.2%
12301 531313 22101 Printing & Duplicating	0	0	0	.00	.00	.00	.0%
12301 531314 Small Items Of Equipment	0	0	0	120.31	.00	-120.31	.0%
12301 531320 22101 Safety Supplies	0	0	0	.00	.00	.00	.0%
12301 531320 22217 Safety Supplies	0	0	0	.00	.00	.00	.0%
12301 531322 Subscriptions	6,395	0	6,395	4,284.65	.00	2,110.35	67.0%
12301 531323 Subscriptions-Tax & Law	0	0	0	.00	.00	.00	.0%
12301 531324 Membership Dues	790	0	790	748.61	.00	41.39	94.8%
12301 531326 Advertising	8,200	0	8,200	-1,080.11	.00	9,280.11	13.2%
12301 531351 Gas/Diesel	150	0	150	.00	.00	150.00	.0%
12301 531357 Employee Recognition	6,990	0	6,990	843.71	.00	6,146.29	12.1%
12301 531357 22101 Employee Recognition	0	0	0	.00	.00	.00	.0%
12301 532325 Registration	2,525	0	2,525	1,869.00	.00	656.00	74.0%
12301 532332 Mileage	500	0	500	310.24	.00	189.76	62.0%
12301 532334 Commercial Travel	450	0	450	.00	.00	450.00	.0%
12301 532335 Meals	250	0	250	.00	.00	250.00	.0%
12301 532336 Lodging	1,670	0	1,670	720.00	.00	950.00	43.1%

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ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
12301 532339 Other Travel & Tolls	100	0	100	19.50	.00	80.50	19.5%
12301 532350 Training Materials	7,525	45,000	52,525	11,811.44	.00	40,713.56	22.5%
12301 533225 Telephone & Fax	0	0	0	.00	.00	.00	.0%
12301 535242 Maintain Machinery & Equip	650	0	650	478.75	.00	171.25	73.7%
12301 571004 IP Telephony Allocation	318	0	318	185.50	.00	132.50	58.3%
12301 571005 Duplicating Allocation	417	0	417	243.25	.00	173.75	58.3%
12301 571007 MIS Direct Charges	0	0	0	.00	.00	.00	.0%
12301 571009 MIS PC Group Allocation	7,208	0	7,208	4,204.69	.00	3,003.31	58.3%
12301 571010 MIS Systems Grp Alloc(ISIS)	2,640	0	2,640	1,540.00	.00	1,100.00	58.3%
12301 591519 Other Insurance	3,570	0	3,570	1,849.82	.00	1,720.18	51.8%
12301 591520 Liability Claims	0	0	0	.00	.00	.00	.0%
12301 592006 WRS Interest	0	0	0	10.55	.00	-10.55	.0%
12301 594813 Capital Office Equip	0	0	0	.00	.00	.00	.0%
12301 594818 Capital Computer	0	0	0	.00	.00	.00	.0%
12301 699999 Budgetary Fund Balance	0	-27,880	-27,880	.00	.00	-27,880.00	.0%
TOTAL Human Resources	0	122,000	122,000	74,728.93	71,043.75	-23,772.68	119.5%

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ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
<b>12302 Safety</b>							
12302 411100 General Property Taxes	-125,229	0	-125,229	-73,050.04	.00	-52,178.62	58.3%
12302 474106 Intergovt Shared Services	0	0	0	.00	.00	.00	.0%
12302 485200 Donations Restricted	0	0	0	.00	.00	.00	.0%
12302 511110 Salary-Permanent Regular	75,688	0	75,688	.00	.00	75,688.45	.0%
12302 511210 Wages-Regular	0	0	0	.00	.00	.00	.0%
12302 511240 Wages-Temporary	0	0	0	.00	.00	.00	.0%
12302 511310 Wages-Sick Leave	0	0	0	.00	.00	.00	.0%
12302 511320 Wages-Vacation Pay	0	0	0	.00	.00	.00	.0%
12302 511340 Wages-Holiday Pay	0	0	0	.00	.00	.00	.0%
12302 511350 Wages-Miscellaneous(Comp)	0	0	0	.00	.00	.00	.0%
12302 511380 Wages-Bereavement	0	0	0	.00	.00	.00	.0%
12302 512141 Social Security	5,424	0	5,424	.00	.00	5,424.30	.0%
12302 512142 Retirement (Employer)	5,147	0	5,147	.00	.00	5,146.81	.0%
12302 512144 Health Insurance	22,821	0	22,821	.00	.00	22,821.10	.0%
12302 512145 Life Insurance	12	0	12	.00	.00	12.00	.0%
12302 512150 FSA Contribution	0	0	0	.00	.00	.00	.0%
12302 512151 HSA Contribution	0	0	0	.00	.00	.00	.0%
12302 512152 Limited FSA Contribution	0	0	0	.00	.00	.00	.0%
12302 512153 HRA Contribution	0	0	0	.00	.00	.00	.0%
12302 512173 Dental Insurance	1,104	0	1,104	.00	.00	1,104.00	.0%
12302 531243 Furniture & Furnishings	0	0	0	.00	.00	.00	.0%
12302 531303 Computer Equipmt & Software	0	0	0	.00	.00	.00	.0%
12302 531311 Postage & Box Rent	30	0	30	.00	.00	30.00	.0%
12302 531312 Office Supplies	50	0	50	.00	.00	50.00	.0%
12302 531313 Printing & Duplicating	30	0	30	.00	.00	30.00	.0%
12302 531314 Small Items Of Equipment	900	0	900	.00	.00	900.00	.0%
12302 531320 Safety Supplies	850	0	850	24.98	.00	825.02	2.9%
12302 531322 Subscriptions	3,600	0	3,600	3,204.67	.00	395.33	89.0%
12302 531323 Subscriptions-Tax & Law	0	0	0	.00	.00	.00	.0%
12302 531324 Membership Dues	810	0	810	385.00	.00	425.00	47.5%
12302 531326 Advertising	0	0	0	.00	.00	.00	.0%
12302 532325 Registration	750	0	750	.00	.00	750.00	.0%
12302 532332 Mileage	150	0	150	.00	.00	150.00	.0%
12302 532335 Meals	210	0	210	.00	.00	210.00	.0%
12302 532336 Lodging	570	0	570	.00	.00	570.00	.0%
12302 532339 Other Travel & Tolls	0	0	0	.00	.00	.00	.0%
12302 532350 Training Materials	4,500	0	4,500	.00	.00	4,500.00	.0%
12302 535242 Maintain Machinery & Equip	0	0	0	.00	.00	.00	.0%

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ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
12302 571004 IP Telephony Allocation	0	0	0	.00	.00	.00	.0%
12302 571005 Duplicating Allocation	0	0	0	.00	.00	.00	.0%
12302 571009 MIS PC Group Allocation	1,201	0	1,201	700.56	.00	500.44	58.3%
12302 571010 MIS Systems Grp Alloc(ISIS)	377	0	377	219.94	.00	157.06	58.3%
12302 591519 Other Insurance	1,004	0	1,004	456.47	.00	547.53	45.5%
12302 594820 Capital Other	0	0	0	.00	.00	.00	.0%
12302 699999 Budgetary Fund Balance	0	0	0	.00	.00	.00	.0%
TOTAL Safety	0	0	0	-68,058.42	.00	68,058.42	.0%
TOTAL General Fund	0	122,000	122,000	6,670.51	71,043.75	44,285.74	63.7%
TOTAL REVENUES	-731,756	-27,880	-759,636	-366,676.57	.00	-392,959.31	
TOTAL EXPENSES	731,756	149,880	881,636	373,347.08	71,043.75	437,245.05	

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FLEXIBLE PERIOD REPORT  
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FROM 2023 01 TO 2023 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	122,000	122,000	6,670.51	71,043.75	44,285.74	63.7%