

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

Tuesday, March 21, 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 January 23, 2017 minutes
7. Communications
8. Update on and discussion of Task Force assignments
 - a. Analysis of overtime and sick time utilization
 - b. Professional Development training
 - c. Recruitment and Retention
 - d. Succession Planning
9. Employee Recognition Program update
10. "Wisconsin State Health Insurance 2018-2019 Proposed Changes" Presentation by Human Resources
11. Review of December, 2016 Final Monthly Financial Report and January, 2017 Monthly Financial Report for Human Resources and Safety
12. Report from Human Resources Director:
 - a. January and February, 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
13. Set next meeting date and agenda items
14. Adjournment

Next scheduled meeting: Tuesday, April 18, 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.