

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

**Monday, July 2, 2018 @ 8:00 a.m.**

Committee Members: James Braughler, Chair; Kirk Lund; Gregory Patrick, Secretary; Laura Payne; Michael Wineke, Vice Chair

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 May 15, 2018, Human Resources Committee Minutes
7. Communications
  - a. 2019, Second Quarter Retirement Recognitions
8. Discussion and possible action to eliminate one full-time, vacant Legal Secretary position and create one full-time Administrative Assistant position in the District Attorney's Office
9. Discussion and possible action to accept grant funding from the Greater Watertown Community Health Foundation to implement the Community Response/Prevention Social Worker Action Plan and to create one full-time Professional Family Advocate position and one full-time Parent Coach position in the Human Services Department
10. Discussion and possible action to establish seasonal and unclassified position rates for 2019
11. Update, discussion and possible action regarding employer-sponsored health insurance options
12. Update, discussion and possible action regarding the 2018 Employee Classification and Compensation Study
13. Convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(e), for deliberating or negotiating the purchase 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 entering into negotiations to amend the existing contract with the Jefferson County Law Enforcement Officers Association regarding employer-sponsored health insurance options
14. Review of May, 2018 Monthly Financial Reports for Human Resources and Safety
15. Report from Human Resources Director:
  - a. May, 2018, monthly accomplishments and goals
  - b. Vacant position requests
  - c. Emergency Help requests
  - d. Leave of Absence requests
  - e. Additional Steps and/or Benefits and/or Interim Appointments provided to employees
16. Set next meeting date and agenda items
17. Adjournment

**Next scheduled meeting: Tuesday, July 17 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.