

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

Tuesday, July 16, 2019 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Kirk Lund; Laura Payne, Secretary; James Schroeder; 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. Communications
7. Approval of May 7, 2019, Human Resources Committee Minutes
8. Discussion and possible action to accept grant funding through the Drug Free Communities Support Program and create one part-time Project Coordinator position and at the Health Department
9. Convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(b), "Considering dismissal, demotion, licensing or discipline of any public employee or person 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 one employee of the Sheriff's Office. *Note: For the purpose of this closed session, the Committee will be acting as the Jefferson County Civil Service Grievance Committee.*
10. Reconvene into open session for possible action on approving a Stipulation and Order imposing discipline on one employee of the Sheriff's Office.
11. Discussion and update on the 2020 budget assumptions and requests
12. Discussion and update on review of Personnel policies and the Personnel Ordinance
13. Review of June, 2019 Monthly Financial Reports for Human Resources and Safety
14. Report from Human Resources Director:
 - a. June, 2019, 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
15. Set next meeting date and agenda items
16. Adjournment

Next scheduled meeting: Tuesday, August 20, 2019 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.