

Agenda - Human Resources Committee

***Revised February 4, 2020**

**Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549**

Friday, February 7, 2020 @ 8:00 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 January 14, 2020, Human Resources Committee Minutes
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 discussing labor negotiations and a possible labor agreement with the Labor Association of Wisconsin, Local 102
9. Reconvene into open session for possible action on items discussed in closed session
10. ***Discussion and possible action to amend Ordinance No. 2015-30, Establish procedure to set elected official salaries**
11. ***Discussion and possible action to establish salaries for the 4-year term, from 2021 – 2024, for the positions of County Clerk, Register of Deeds and Treasurer**
12. Discussion and update on review of Personnel Policies and the Personnel Ordinance
13. Review of December, 2019, and January, 2020, monthly financial reports for Human Resources and Safety
14. Report from Human Resources Director:
 - a. January, 2020, monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence requests
 - e. Additional steps, benefits and bonuses provided to employees
 - f. 2019 accrued benefit carryovers, forfeitures and utilization
15. Set next meeting date and agenda items
16. Adjournment

Next scheduled meetings:

Tuesday, February 18, 2020 at 8:30 a.m.

Tuesday, March 17, 2020 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.