

**HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
October 21, 2014 @ 8:00am  
Jefferson County Courthouse, Room 112**

1. Meeting called to order at 8:00pm by Chair, J. Braughler.
2. Present: J. Braughler, G. David, J. Mode, P. Babcock and M. Wineke. Quorum established. Others Present: T. Palm; B. Lamers, B. Ward, J. Parker and D. Hunter.
3. Certification of compliance with the Open Meetings Law by T. Palm.
4. Agenda reviewed with no changes.
5. Citizen Comments. None.
6. Motion by M. Wineke, second by P. Babcock, to approve the September 30, 2014 minutes. Motion carried 5:0.
7. Communications: Report on reclassification of Sergeants by Carlson Dettmann Associates distributed.
8. Monthly Financial Report. No update available since September 30 meeting.
9. T. Palm, Human Resources Director, reviewed the reclassification recommendation for the Sergeants. Based on the increase of experience required, Sergeants will be reclassified from a grade 9 to a grade 10 effective January 1, 2015.
10. Motion by J. Mode, second by G. David, to recommend to County Board an amendment to Personnel Ordinance HR0120, Differences for Sworn, Non-Represented Law Enforcement Employees, that in the case of the promotion to Sergeant, such employee shall receive the rate of compensation into the next higher step that provides a minimum of a 5% increase above the top step of the Detective position, to delete section 2 and the fiscal impact of the draft ordinance. Motion carried 5:0.
11. Motion by G. David, second by P. Babcock, to recommend a resolution to Finance Committee for consideration to provide a one-time .96% lump sum payment on base wages for Sergeants, Captains and Chief Deputy for 2014. Motion carried 5:0. Committee requested that Finance Committee be provided a comparison of non-represented employees in regards to wages and WRS and Health insurance contributions.
12. Motion by G. David, second by M. Wineke, to recommend to County Board an amendment to Personnel Ordinance HR0320, Hours of Work, Overtime and Compensatory Time, to increase Field Training Officer pay differential for Communication Operators to \$2.00/hour and amend

the fiscal note to indicate cost will vary on number of new communication operators hired each year. Motion carried 5:0.

13. Motion by J. Mode, second by G. David, to recommend no changes to Resolution 2004-50, addressing insurance coverage for active military employees and their families. Motion carried 5:0.
14. Motion by J. Mode, second by P. Babcock, to recommend no changes to Resolution 2004-51, addressing vacation accrual for employees on active military duty. Motion carried 5:0.
15. T. Palm, Human Resources Director, reported that the HIPAA Privacy Audit was nearly complete. Noted that action at future meeting required to amend ordinance.

*Note: No closed session was held.*

16. Next meeting set for November, 2014 at 8:30am. To include items of HIPAA ordinance amendment.
17. Motion by J Mode, second by G. David, to adjourn. Meeting adjourned at 8:56am.