Agenda

Human Resources Committee
Jefferson County Courthouse
320 S Main St, Room 112
Jefferson, WI 53549

January 15, 2013 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Greg David; Pamela Rogers, Secretary; Jim Schroeder, and Dick Schultz, 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. Citizen comments
6. Approval of December 3, 2012 minutes
7. Communications
    a. Memo from Judge Koschnick
8. Creation of an Occasional Part Time Cook at the Sheriff's Department
9. Creation of an Occasional Part Time Family Development Worker at Human Services
10. Discussion of late requests for vacation carryover due to lack of reasonable opportunity to take vacation from December 15 – December 31
11. Discussion/possible action interpreting the policy of payout of carryover vacation in excess of 40 hours as it relates to sections HR0390, Terminal Pay, and HR0690, Vacation Pay, and consider appropriate ordinance amendments, if any
12. Consideration of vacation carryover request, and an extension to April 1,2013, from the County Administrator under Personnel Ordinance HR0690, Vacation Pay
13. Report on Employee Survey regarding CSA Programs (Community Supported Agriculture)
14. Discussion/possible action to be a drop off/pick up site for CSAs for County employees
15. Status report of Request for Reviews following the Compensation and Classification Study
16. Consideration of review for the Birth to Three/Preschool Supervisor position
17. Status report of Recruitment for the County Administrator's position
18. Set next meeting date and agenda
19. Adjournment

Next scheduled meeting: February 19, 2013 @ 8:30 a.m.

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.