

Agenda
Human Resources Committee
Jefferson County Courthouse
320 S Main St, Room 202
Jefferson, WI 53549

May 6, 2008
2:00 p.m.

Committee Members: Steven Nass; James Braughler; Jim Maurer; Julie Nelson; and Sharon Schmeling

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. Election of Temporary Committee Officers
7. Approve March 18, 2008 minutes
8. Clerk of Courts request
 - a. Elimination of a vacant full-time Receptionist/Clerk position and creation of a full-time Court Clerk II – General position
9. Countryside Requests
 - a. Creation of a full-time Medication Aide position
 - b. Creation of up to three full-time Licensed Practical Nurses (LPN) and elimination of up to two vacant part-time, non-benefited LPN and two vacant part-time, non-benefited Medication Aide positions
10. Highway request
 - a. Elimination of vacant full-time Heavy Maintenance Superintendent and creation of a full-time Highway Operations Manager
11. Human Services Request
 - a. Elimination of a full-time Long Term Support Supervisor upon filling of the creation of a full-time Aging and Disability Resources Division Manager
 - b. Elimination of a vacant full-time Long Term Support/Alzheimer Family Support and creation of a full-time Human Services Professional I position
 - c. Creation of a full-time Human Services Professional I position
 - d. Elimination of a vacant full-time Community Support Program I and creation of full-time Community Support Program II position
12. Convene into closed session pursuant to Wisconsin State Statutes, Sections 19.85 (1)(e), Update and consideration of union negotiation
13. Reconvene into open session for consideration and possible action regarding items discussed in closed session
 - a. Consideration and possible recommendation of potential settlement with any or all of the six AFSCME bargaining units

14. Consideration and possible recommendation of wages and benefits for non-represented employees for 2008 and 2009
15. Report from the County Administrator
 - a. Changes to the reporting relationships of the Emergency Management Director, Surveyor and Central Duplicating Clerk
 - b. Correspondence from the County Administrator regarding a request for a fourth Judicial Assistant
16. Report from Human Resources Director on Emergency Help Requests, positions approved to be filled and additional benefits and wages offered to attract new employee
17. Set next meeting date and potential agenda items for the next meeting
18. Adjourn

The Committee (or Board or Commission if more appropriate) 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.