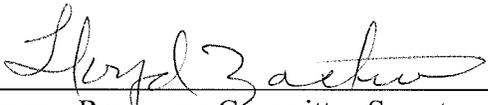


**HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
March 17, 2009 @ 8:30am  
Jefferson County Courthouse, Room 112**

1. Call to Order. Meeting called to order at 8:30am by S. Schmeling.
2. Roll Call. Present were S. Schmeling, J. Braugher, L. Zastrow, and J. Nelson. Absent was C. Knox. Quorum established. Also Present: G. Petre, T. Palm.
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Review of Agenda. Reviewed with no changes.
5. Citizen Comments. None
6. Motion by L. Zastrow, second by J. Braugher, to approve the February 3, 2009, minutes as printed. Motion carried 3-0, 1 abstain (J. Nelson).
7. Information provided by the Human Resources Director on how the American Recovery and Reinvestment Act of 2009 pertains to the Human Resources department, including the COBRA stimulus package requiring the employer to fund 65% of cobra costs from 9/1/08 until the sunset date of 12/31/09, and receive payment back in the form of a tax credit. Also, an increase in the amount of unemployment available to qualified employees, and an increase of the length of time they are eligible, funded by federal dollars.
8. Committee reviewed Personnel Ordinance HR0461, Military Leave Procedure, and resolutions 2004-50 and 2004-51, concerning benefits for employees on active duty. Discussion of possible subject as a cost-reduction item to discuss with department heads and unions. No action taken.
9. Motion by L. Zastrow, second by J. Nelson, to recommend an ordinance change to County Board revising HR0430, Family Medical Leave Act Policy, to conform to revised regulations. Motion carried.
10. Committee discussed representation for the Strategic Planning Steering Committee, informing that Carol Knox and Jim Braugher both would be serving on the Committee, at large, and would represent the Human Resources.
11. Information that UW Extension Committee was considering a limited term position agriculture agent. It wasn't clear if this would be a State or County position. No action taken
12. Report provided by T. Palm, Human Resources Director, on the status of layoffs in the 2009 budget, the procedure to fill vacant positions, including specific positions that have been left vacant, both for specified and indefinite periods.

13. Verbal report provided by T. Palm regarding the history and current use of volunteers in Jefferson County, including staff that coordinates various volunteer efforts.
14. Next meeting date scheduled for April 21, 2009 and May 19, 2009 @ 8:00am. Agenda items to include discussion of 2010 wages for non-represented staff and update on cost-reduction strategies. J. Braugher also requested that agenda packet also include a note of what items to bring that were sent in previous month's packets.
15. Committee did not find it necessary to move into closed session. No discipline action discussed.
16. Discussion of cost reduction strategies in 2009 and 2010 that have been shared with department heads and unions, concerning wages and benefits. Recognize that these issues must be negotiated.
17. Motion by J. Nelson, second by J. Braugher, to adjourn. Meeting adjourned at 10:02am.

  
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Human Resources Committee Secretary

4-21-09  
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Date