

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
November 30, 2011 @ 2:00am
Jefferson County Courthouse, Room 203**

1. Call to Order. Meeting called to order at 2:02pm by J. Braughler.
2. Roll Call. Present: J. Braughler, M. Delany, C. Peterson, D. Schultz and L. Zastrow. Quorum established. Also Present: G. Petre, T. Palm, J. Molinaro, J. Roou, M. Burrow, P. Ristow, B. Kern, J. Nehmer, M. Watkins, J. Parker, S. Hoffman, R. Whisner (Press), Ed Sadlowski (AFSCME 40 representative), J. Prust (Highway), D. Naatz (Highway), B. Block (Highway), other employees of the County
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Review of Agenda. No changes made.
5. Citizen Comments. Jeff Parker, Chief Deputy, spoke against current proposed at-will language; John Prust, Highway worker, inquired about the meaning of section B(2) of HR0360, as well as maximum comp time hours; Dale Naatz, Highway Worker, spoke against the proposed contingency, longevity and at-will language; Barry Block, Highway Worker, spoke against proposed at-will language and Ed Sadlowski, AFSCME representative, thanked the committee for listening to the employees and working together.
6. Approval of minutes. Motion by D. Schultz, second by L. Zastrow, to approve the November 15, 2011 minutes, as presented. Motion carried 5:0.
7. Committee reviewed the two retirees scheduled so far in the fourth quarter of 2011, which will be presented at the first County Board meeting in 2012.
8. Discussion and consideration of policy or ordinance changes:
 - a. Creation of Ordinance HR0135, Employment at Will, including the elimination of reference to probationary or regular positions, to be placed on a future agenda.
 - b. Motion by M. Delany, second by D. Schultz, to recommend amendment to HR0360, Hours of Work, Overtime, and Compensatory Time, including additional language for on call, call-in pay, and shift/premium pay. Motion carried 5:0.
 - c. Motion by L. Zastrow, second by C. Peterson, to recommend amendment to HR0390, Terminal pay, providing a method for repayment of accrued time used but not yet earned. Motion carried 5:0.
 - d. Motion by C. Peterson, second by D. Schultz, to recommend elimination of HR0605, Benefit Waiting period. Motion carried 5:0.
 - e. Motion by M. Delany, second by D. Schultz, to recommend amendment to HR0620, Contingency, to discontinue program for new hires after 12/31/11. Motion carried 5:0.
 - f. Motion by L. Zastrow, second by M. Delany, to recommend amendment to HR0645, Holidays, to provide 10 floating holidays to positions regular scheduled 24/7. Motion carried 5:0.
 - g. Motion by D. Schultz, second by M. Delany, to recommend amendment to HR0655, Longevity, to discontinue the program for new hires after 12/31/11. Motion carried 5:0.
 - h. Motion by C. Peterson, second by D. Schultz, to recommend amendment to HR0680, Sick Leave with Pay, to provide consistency and clarification that sick pay is accrued one month and available to use the first of the following month. Motion carried 5:0.
 - i. Motion by L. Zastrow, second by C. Peterson, to recommend amendment to HR0690, Vacation with Pay, to allow employees borrow against future accruals in rare circumstances. Motion carried 5:0.

Committee took a short break from 3:45pm – 3:55pm.

9. Motion by D. Schultz, second by L. Zastrow, to convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(e) and 19.85(1)(f), consideration of union negotiations and consideration of employee(s) specific medical history as it relates to a leave of absence request. All members present, L. Zastrow, J. Braughler, D. Schultz, C. Peterson and M. Delany responding "Aye". Moved into closed session at 4:32pm. Note: P. Ristow, G. Petre , J. Roou, J. Molinaro and T. Palm remained for closed session.
10. Motion by L. Zastrow, second by D. Schultz, to reconvene into open session and take action on items discussed in closed session. All members present, L. Zastrow, J. Braughler, D. Schultz, C. Peterson and M. Delany responding "Aye". Reconvened into open session at 4:50pm.
 - a. Motion by D. Schultz, second by L. Zastrow, to approve intermittent leave for up to one year from the onset of the initial leave. Motion carried 5:0.
11. Motion by C. Peterson, second by M. Delany, to recommend to County Board the resolution presented to approve the ratification of 2011-2013 contracts with the AFSCME Courthouse, Health, Highway and Human Services Locals, providing written confirmation of ratification is received by December 9, 2011. Motion carried 5:0.
12. Motion by D. Schultz, second by L. Zastrow, to recommend to County Board the resolution presented to approve a .96% one time payment to nonrepresented employees, exclusive of sworn and elected officials. Motion carried 5:0.
13. No action taken regarding a resolution establishing employee health insurance contribution rates for 2012, already included in proposed HR0640.
14. Next meeting is scheduled for Tuesday, December 20, 2011 at 8:30am and January 17, 2012 @ 8:30am. Next agenda to include a Communications Item.
15. Motion by D. Schultz, second by L. Zastrow, to adjourn. Motion carried 5:0. Meeting adjourned at 4:59pm.



Human Resources Committee Secretary
Vice Chair

1-17-2012

Date