

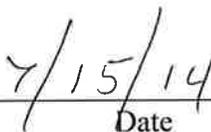
**HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
June 17, 2014 @ 8:30am  
Jefferson County Courthouse, Room 112**

1. Meeting called to order at 8:30am by J. Braugler.
2. Present: J. Braugler, P. Babcock, G. David, J. Mode, M Wineke at 8:32am. Quorum established. Others Present: T. Palm, P. Ristow, G. Koeppe, D. Hummel, J. Kottwitz, B. Lamers, D. Hunter, J. Parker, B. Kern, B. Block and J. Schroeder.
3. Certification of compliance with the Open Meetings Law by HR Director, T. Palm.
4. Agenda reviewed with no changes.
5. Citizen Comments. B. Block from Highway spoke on wages of Equipment Operators and distributed a handout requesting to move Equipment Operators from Grade 4, step 11 to Grade 5, step 7 and eliminate the E1/E2 pay.
6. Motion by P. Babcock, second by J Mode, second to approve May 20, 2014 minutes. Motion carried 4:0. G. David abstained as he was excused from May meeting.
7. Communications. A revised draft of the ordinance recommendation and resolution addressing Highway Lead pay was distributed, along with a handout from Sgt. Hunter addressing the Sergeants concern of pay in the Sheriff's Department.
8. Review of Monthly Financial Report. HR Director recapped that a \$10,000 payment for labor negotiation consultant for the month of January as well as a payment for Kronos (timekeeping) support for the entire year. There should be little if any further expense in 2014 for labor negotiations or additional computer support in 2014.
9. The Committee was provided the list of four retirement recognitions for the second quarter of 2014, which will be presented to County Board in July.
10. A report was provided to the Human Resources Committee with the results of the eight reclassification recommendations from the Consultant. Also provided was the annual cost of approximately \$10,526 to implement the five successful reclassifications.
11. New Hire starting above minimum step/benefits: A report was provided to the Human Resources Committee summarizing the new Safety Coordinator at step 3 of the appropriate Grade 8, in addition to 40 hours of vacation to be used in 2014.
12. Review of pay compression between Highway Lead workers and Highway/Equipment Operators. History was provided on the pay plan for highway workers prior to the compensation/classification study and the placement after the study and the appeal process. Comment was made by Supervisor Wineke to consider the changing the title back to Lead Worker. It was also noted that Equipment Operators do not require certification and that may have an impact on current grade placement. In contrast, the E1/E2 pay compensates staff for the times actually operating equipment. All of these factors may play into the compression with the Lead workers. Motion by M. Wineke, second by G. David, to postpone to future

meeting to address the compression issue at the same time of reviewing the E1/E2 pay (as defined in Personnel Ordinance HR0360. Motion carried 5:0.

13. Review of pay compression analysis between sworn positions at the Sheriff's Department. A review was provided to the committee regarding the history of pay increases and WRS/Health contributions since 2010 as the result of union negotiations, Board action and the pay plan study, and the effect on all county employees. A compression analysis was conducted by a consultant with a report that did not support a pay compression currently, but did note that if the 2013 step pay plan was not adjusted, compression may exist in the near future. Sgt. Hunter reviewed a packet he prepared and discussed his concern that the gap is narrowing between top pay of sergeants and the top pay of deputies/detectives in the union. Corp Counsel Ristow also provided information that about ½ of the Sergeants are receiving steps, though, and when steps are being provided, that gap had widened, and now it is going back down closer to what the pay differential was prior to act 10 (2011). It was also discussed that the pay grades may need to be adjusted for *everyone*, but how to pay for that is a concern. This item will be addressed at the next HR Committee meeting when the County Administrator, consultant and Sheriff would also be available.
14. Discussion of the importance to be able to offer an additional step(s) to retain employees that may be difficult to replace, including the cost of recruitment, training, loss of 'institutional memory" and that time may be of the essence and committee/board approval may not be possible before a decision would need to be made. Motion by J. Mode, second by G. David, to recommend to County Board an amendment to Personnel Ordinance HR0340, Application of Pay Plan to Positions, to provide an exception to the general rule of pay progression. Motion carried 5:0.
15. Next Human Resources Committee meeting is scheduled for Tuesday, July 15, 2014 at 8:30am. Note: Supervisor Babcock is unable to attend. Agenda may include reclass language for elected officials, uniform allowance language, classification of interpreters and other possible positions, consideration of voluntary benefit changes/additions, review of highway lead and sergeant compression issues and review of heavy equipment differential at Highway.
16. Motion by J. Braughler, second by G. David, to adjourn. Meeting adjourned at 10:11 am.

  
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Human Resources Committee Secretary

  
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Date