

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
September 30, 2014 @ 8:30am
Jefferson County Courthouse, Room 205**

1. Meeting called to order at 8:30am by J. Braugher.
2. Present: J. Braugher, P. Babcock, J. Mode, M Wineke, and G. David. Quorum established. Others Present: T. Palm, B. Wehmeier, B. Ward, B. Lamers, B. Frank, J. Parker, J. Hintzmann, Supervisor D. Jones, Supervisor L. Payne; Supervisor J. Schroeder, Supervisor J. Hanneman, and Amy Smith (Daily Union). Note: A quorum of the Finance Committee was present, but no discussion or action was taken on their part.
3. Certification of compliance with the Open Meetings Law by County Administrator, B. Wehmeier.
4. Agenda reviewed with no changes.
5. Citizen Comments. None.
6. Motion by J. Mode, second by G. David, to approve the September 5, 2014 minutes. Motion carried 5:0.
7. Communications. A draft to amendment to the Civil Service Ordinance and Human Resources Department monthly report were distributed.
8. Review of Monthly Financial Report. Overall, Human Resources department is under budget. The remainder of the cost of the HIPAA Privacy audit is still outstanding.
9. Employee Third Quarter Retirements. Four employees retired from July – September, 2014, and will be recognized at the October board meeting.
10. Motion by G. David, second by P. Babcock, to recommend an amendment to the Civil Service Ordinance to increase the years of service necessary for promotion to Sergeant position, from 5 years to 6 years. Motion carried 6:0.
11. Presentation on 2015 Jefferson County Wages and Health Insurance. A powerpoint presentation was given by T. Palm, HR Director, on the wages and health insurance options for 2015. This was the same presentation provided to employees earlier in September.
12. Motion by J. Mode, second by G. David, to recommend to County Board a change to the plan design option offered by the Wisconsin Public Employees Group Health Insurance program for 2015 from a traditional, no-deductible plan (P02 Plan) to a low deductible plan (\$500

single/\$1000 family, P04 Plan). This would be for all employees effective 1/1/15. Motion carried 5:0.

13. Motion by M. Wineke, second by G. David, to authorize the County Administrator to amend the County's Section 125b plan to allow for a \$125/\$250 employer contribution for employees with the County's single/family health insurance, to direct the FSA Administrator to use the County's contribution before any employee contribution and to allow the County's contribution to be all or part of the \$500 that may be rolled over into the next calendar year. Motion carried 5:0.
14. Motion by J. Mode, second by P. Babcock, supporting the 1% across-the-board wage adjustment for all non-represented employees for 2015. Motion carried 5:0.
15. Review of the Human Resources Report addressing the September monthly departmental report, vacant position requests and emergency help requests. Report is on file.
16. Next meeting date October 21, 2014 at 8:30am. Items will include issues regarding Sergeants pay and a possible LOA request.
17. Motion by G. David, second by P. Babcock, to adjourn. Meeting adjourned at 9:38am.