

Agenda

**Human Resources Committee
Jefferson County Courthouse
320 S Main St, Room 112
Jefferson, WI 53549**

**May 27, 2008
8:30a.m.**

**Committee Members: James Braughler, Carol Knox, Julie Nelson,
Sharon Schmeling and Lloyd Zastrow**

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Election of Chairman, Vice Chairman and Secretary
5. Review of the Agenda
6. Citizen comments
7. Approve May 6, 2008 minutes
8. Review of County Board rule on Committee Responsibilities
9. Health Department Requests
 - a. Create two full-time Long Term Care Registered Nurses and eliminate one full-time Home Health Billing Clerk
10. Highway Requests
 - a. Eliminate a vacant full-time Heavy Maintenance Superintendent, eliminate the Shop Superintendent position upon its vacancy, and create a full-time Highway Operations Manager and a full-time Highway Fleet Manager
11. Human Services Requests
 - a. Eliminate a vacant Human Services Professional II position and create a Human Services Professional I position
 - b. Eliminate a vacant full-time Families Come First Coordinator position and create a full-time Economic Support Specialist position
12. Review and possible action defining eligibility for County Board Supervisors into the County's Health and Dental plans
13. Review process regarding 2009 New Position Requests
14. Review and possible recommendation of Delta Dental plan design changes as proposed by the Finance Committee
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 dates and possible agenda items
18. Adjourn

The Committee 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.