

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
May 4, 2010 @ 8:30am
Jefferson County Courthouse, Room 112**

1. Call to Order. Meeting called to order at 8:30am by J. Molinaro.
2. Roll Call. Present were J. Braughler, C. Knox, C. Peterson, D. Schultz and L. Zastrow. Quorum established. Also Present: T. Palm, G. Petre, J. Molinaro, P. Ristow, J. Roou, S. Schuck, P. Theder, P. Milbrath, S. Hoffman, C. Robinson and R. Whisner.
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Election of Chairman. L. Zastrow nominated C. Knox, who declined. L. Zastrow nominated J. Braughler as Chair, second by C. Peterson. All in favor. J. Braughler assumed role of chair. Election of Vice Chairman. Motion by C. Knox, to nominate L. Zastrow as Vice Chair, second by D. Schultz. All in favor. Election of Secretary. C. Knox nominated C. Peterson as Secretary, second by L. Zastrow. All in favor.
5. Review of Agenda. Reviewed with no changes.
6. Citizen Comments. None.
7. Approval of minutes. Motion by L. Zastrow, second by C. Knox, to approve the April 13, 2010 minutes. Motion carried 3:0 with D. Schultz and C. Peterson abstaining.
8. Human Resources Committee Rules were reviewed with the Committee, with brief discussion of committee's responsibilities.
9. Motion by L. Zastrow, second by D. Schultz, to recommend a resolution to County Board to create a part-time, 19/hour/week Enforcement Specialist position in the Child Support Agency. Motion carried 5:0.
10. Consideration of wages and benefits for constitutional elected officials.
 - a. Clerk of Courts. Motion by D. Schultz, second by L. Zastrow, to recommend increases to County Board for the Clerk of Court position as previously submitted at the April Board meeting, with the exception of adding additional information of all the considerations the HR Committee contemplated, including additional expectations of FCC and Register in Probate, both internal and external comparable data, and change in workload. Motion carried 5:0.
 - b. Coroner. Motion by D. Schultz, second by C. Peterson, to recommend increases to County Board for the Coroner position as previously submitted at the April Board meeting, with the exception of adding additional information of all the considerations the HR Committee contemplated, including both internal and external comparable data, and change in workload. Motion carried 5:0.

c. Sheriff. Motion by L. Zastrow, second by D. Schultz, to recommend increases to County Board for the Sheriff's position as previously submitted at the April Board meeting, with the exception of adding additional information of all the considerations the HR Committee contemplated, including additional expectations of Emergency Management, both internal and external comparable data, and change in workload. Motion carried 5:0.

11. Closed session item pursuant to Wisconsin State Statutes, Sections 19.85 (1© and 19.85 (1)(f), consideration of specific employee's leave of absence request was withdrawn.

12. Future meeting schedule was reviewed and agreed to keep current schedule of third Tuesday of the month and 8:30am.

Next Meeting scheduled for June 15, 2010, at 8:30am.

Agenda items to include an explanation of the County's pay structure.

13. Motion by L. Zastrow, second by D. Schultz, to adjourn. Meeting adjourned at 10:35am.



Human Resources Committee Secretary

6-15-10

Date