

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
June 15, 2010 @ 8:30am
Jefferson County Courthouse, Room 112**

1. Call to Order. Meeting called to order at 8:30am by J. Braughler.
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, C. Zentner.
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Review of Agenda. Reviewed with no changes.
5. Citizen Comments. None.
6. Approval of minutes. Motion by C. Knox, second by D. Schultz, to approve the May 4, 2010 minutes. Motion carried.
7. An oral review of the 2009 Human Resources Annual Report was provided by the Human Resources Director.
8. Motion by D. Schultz, second by L. Zastrow, to approve a recommendation to County Board to recognize retirees from Jefferson County for the period of April - June, 2010. Motion carried.
9. An update on the sale of Countryside Home was provided by the County Administrator and Human Resources Director, including job offers made by Alden, Employee Trust Fund and Rapid Response meetings scheduled to assist employees, and personnel items that will still be addressed.
10. A review of the County's pay system structure was given by the Human Resources Director to provide the background information needed when looking at policy decisions regarding compensation, including hiring and promotion practices.
11. Discussion of a policy or ordinance regarding pay status during emergency closings. Request to review at a future meeting.
12. Discussion of an ordinance to address on-call and call-in pay for non-represented employees. Request to review at a future meeting.
13. Report from the Human Resources Director, including 12 vacant position requests, 4 emergency help requests, 5 reclassification requests, 4 new position requests for the 2011 budget and an update on employment law legislation.

14. Next meeting scheduled for July 20, 2010 at 8:30am, to include possible policy or ordinance regarding pay during emergency closings and on-call/call-in pay.
15. Motion by L. Zastrow, second by C. Peterson, to move into closed session item pursuant to Wisconsin State Statutes, Sections 19.85 (1e), update and consideration of union negotiations. All members present responding "Aye". In closed session at 9:50am.
16. Motion by D. Schultz, second by C. Knox, to move into open session. All members present responding "Aye". In open session at 10:30am.
17. Motion by D. Schultz, second by J. Braugher, to adjourn. Meeting adjourned at 10:30am.



Human Resources Committee Secretary

8-17-10

Date