

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
August 7, 2012 @ 10:30am
Jefferson County Courthouse, Room 112**

1. Call to Order. Meeting called to order at 10:30am by J. Braughler.
2. Roll Call. Present: J. Braughler, P. Rogers, J. Schroeder, D. Schultz and G. David. Quorum established. Also Present: G. Petre, T. Palm, J. Molinaro, P. Ristow, B. Kern, K. Cauley, P. Milbrath, J. Nehmer, J. Parker, C. Carlson (Carlson Dettmann Consulting) and K. McCloskey (Carlson Dettmann Consulting)
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Review of Agenda. No changes noted on the agenda.
5. Citizen Comments. None.
6. Approval of minutes. Motion by D. Schultz, second by G. David, to approve the July 17, 2012 minutes, as presented. Motion carried 5:0.
7. Communications. A thank you note from D. Hollinger was read, showing her appreciation for the 2% payment in 2012.
8. Charlie Carlson and Katie McCloskey from Carlson Dettmann Consulting met with the Committee to continue discussion of the process of completing the upcoming countywide classification and compensation study. Mr. Carlson presented additional information, providing the Committee with a more in-depth look at the entire classification and compensation process. Specifically, the topics covered were job evaluation, market measurement, pay plan design method and pay policy considerations. He also reiterated that in general, one of the goals of the study will be to produce one pay plan for all staff (except represented sworn staff), that balances internal consistency with market competitiveness. Carlson Dettmann will meet on August 28 at 8:30am with the Human Resources Committee, and then again on September 18. The goal will be to bring a plan for consideration before the Board of Supervisors on October 9.
9. Motion by ^D~~S~~ Schultz, second by P. Rogers, to recommend to County Board the elimination of a full-time, vacant AODA Therapist/OWI Assessor position and creation of a full-time AODA/Assessor/Counselor/Human Services Professional I position. Motion carried 5:0.
10. Motion by P. Rogers, second by D. Schultz, to convene into closed session pursuant to Wisconsin State Statutes section 19.85 (1)(b), consideration of employee discipline. All present, responding "Aye". Moved into closed session at 11:50am.

Note: Present in closed session were J. Braughler, P. Rogers, J. Schroeder, D. Schultz, G. David, P. Ristow, T. Palm, J. Parker and P. Milbrath.

P. Rogers excused at 12:00pm

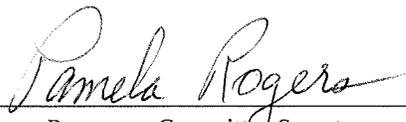
Motion by J. Schroeder, second by G. David, to approved the Sheriff's recommended disciplinary action. Motion carried 4:0.

11. Motion by D. Schultz, second by J. Schroeder, to reconvene into open session. All present responding "Aye". Moved into open session at 12:05 pm.

Note: J. Molinaro and G. Petre rejoined the meeting.

12. Motion by D. Schultz, second by G. David, approve the 2013 Human Resources recommended budget. Motion carried 4:0.

13. Discussion of Personnel Ordinance HR0520 Grievance, Resolution Process, and how the process is working in practice. Issues of the process and the roles of the HR Committee and the Independent Hearing Officer to be considered at future meetings.
14. Next meeting dates August 28, 2012 at 8:30am and September 18, 2012, to include a presentation by Carlson Dettmann Consulting and consideration of Personnel Ordinance HR0520, Grievance, Resolution Process.
15. Motion by D. Schultz, second by G. David, to adjourn. Meeting adjourned at 12:30pm.



Human Resources Committee Secretary

8-28-12
Date