

County of Buffalo
Alma, Wisconsin
Notice of Public Meeting

Committee: Buffalo County Human Resources Committee
Date: Thursday, January 12, 2017
Time: 12:00 p.m.
Location: 3rd Floor County Board Room
407 S. 2nd Street
Alma, WI 54610

Agenda

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order
2. Roll Call of Members
3. Public comment regarding posted agenda items
4. Review/Discussion/Action ~ Approval of Previous Meeting Minutes
5. Review/Discussion/Action ~ Part-Time WIC Technician Position Description
6. Review/Discussion/Action ~ Social Services Case Manager Position Description
7. Review/Discussion/Action ~ Social Services Social Worker I, II, and III Position Description
8. Review/Discussion/Action ~ Account Clerk –Lead Position Description
9. Review/Discussion/Action ~ Economic Support Specialist Lead – Position Description and wage scale
10. Review/Discussion/Action ~ Benefit Specialist Position Description
11. Review/Discussion/Action ~ A Resolution to Adjust Existing Public Health Nurse Position to a Range of .8-1.0 FTE
12. Review/Discussion/Action ~ Step Increase/Reclassification Appeals
13. Review/Discussion/Action ~ Employee Handbook
14. Review/Discussion/Action ~ Resolution to Approve 2017 Compensation Wage Adjustments for Highway Skilled Craft Technicians
15. Review/Discussion/Action - The Committee May Go Into Closed Session to Discuss a Request for Extended Unpaid Leave

The Committee may enter into closed session and return to open session pursuant to WI State Statutes 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility.

16. Review/Discussion/Action – The Committee May Return to Open Session
17. Reivew/Discussion ~ Administrative Coordinator Report
18. Public Comments not regarding agenda items.
19. Adjournment.

Date: January 6, 2017

Larry Grisen, Committee Chair

By: Roxann Halverson, County Clerk

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 608-685-6209 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Any committee member that is unable to attend must call the County Clerk's Office at 608-685-6209 to report their absences.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.