

County of Buffalo
Alma, Wisconsin
Notice of Public Meeting

Committee: Buffalo County Human Resources Committee
Date: Monday, June 11, 2018
Time: 8:30 a.m.
Location: 3rd Floor County Board Room
Buffalo County Courthouse
407 S. 2nd Street
Alma, Wisconsin 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 ~ UW – Extension Administrative Assistant Position Description
6. Review/Discussion/Action ~ Wage Classification Review of UW Extension Administrative Assistant
7. Review/Discussion/Action ~ A Resolution to Change a Full-Time Case Manager Position from Limited Term to Permanent Status
8. Review/Discussion/Action ~ A Resolution to Create a Full-Time Social Worker Position for Adult Protection Services and Creating Dementia-Friendly Communities
9. Review/Discussion/Action ~ Legal Assistant Position Description
10. Review/Discussion/Action ~ A Resolution to Create and Fill a Full-Time Legal Assistance for the District Attorney's Office
11. Review/Discussion/Action ~ Victim Witness Coordinator Position Description
12. Review/Discussion/Action ~ A Resolution to Create and Fill a Full-Time Combined Victim Witness Coordinator and District Attorney Legal Assistant Position
13. Review/Discussion/Action ~ Wage Compensation & Survey Sub-Committee Update
14. Review/Discussion/Action ~ Chair Report
15. Review/Discussion/Action ~ Administrative Coordinator Report
16. Review/Discussion/Action~ Next Meeting Date, July 9, 2018
17. Adjournment.

Date: June 6, 2018

Roxann M. Halverson

By: Roxann M. 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.