

*County of Buffalo*  
Alma, Wisconsin  
**Notice of Public Meeting**

**Committee:** Buffalo County Human Resources Committee  
**Date:** Monday, July 9, 2018  
**Time:** 8:30 a.m.  
**Location:** 2<sup>nd</sup> Floor Conference Room  
Buffalo County Courthouse - 407 S. 2<sup>nd</sup> 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 ~ Presentation by Janice L. Wavra – Employee Benefit Services and Employee Health Insurance Plan
6. Review/Discussion/Action ~ Resolution to Extend the Limited Term Child Welfare Case Manager Position an Additional Six Months
7. Review/Discussion/Action ~ The Committee May Go Into Closed Session to Discuss Employee Retention  
The Committee may enter into closed session and return to open session pursuant to WI State Statutes 19.85(1)(f) for the purpose of discussing employee performance which may have a substantial effect on the reputation of any person involved over which the governmental body has jurisdiction or exercises responsibility.
8. Review/Discussion/Action ~ The Committee May Return to Open Session
9. Review/Discussion/Action ~ New Employee Orientation Procedures
10. Review/Discussion/Action ~ Employee Breakroom Appliance Replacement Policy
11. Review/Discussion/Action ~ Chair Report
12. Review/Discussion/Action ~ Administrative Coordinator Report
13. Review/Discussion/Action~ Next Meeting Date, August 13, 2018
14. Adjournment.

Date: July 2, 2018

Roxann M. Halverson

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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.