

HR Sub-Committee Meeting
Wednesday, May 21, 2025 5:00 PM
Jackson County Sheriff's Office Conference Room

Call to Order

(5:16pm)

Present: Erbes, Snyder, Miller

Approval of Minutes

I. 2025-510 Approval of April 9, 2025, Meeting Minutes

A motion was made by Miller, seconded by Snyder, to approve the April 9, 2025, Minutes as presented. The motion carried by unanimous vote.

Old Business

II. 2025-511 Affirmative Action Plan Update

The Committee Coordinator commented that all the changes and updates had been made to the document in the meeting packet. He asked the committee to review and motion to send it to the full board or bring it back to the subcommittee next month with more suggestions/changes. The committee looked over the document and asked a few questions. A motion was then made by Snyder, seconded by Miller, to approve forwarding the Affirmative Action Plan to the full Board under Legislative. The motion carried by unanimous vote.

III. 2025-512 Personnel Policy Review

Erbes commented that he would follow up with the County Administrator to see if the current personnel policy had come back from review by IMFK. The subcommittee discussed their next orders of business and decided to look first at FMLA and how that works for the county, then begin working on a "work from home" policy. It was also discussed by Erbes to follow up with the County Administrator on where the county was at with current job descriptions and if there were any updates to them.

New Business

The committee discussed the June meeting date. It was decided by consensus to meet on Thursday, June 12th at 5pm.

Executive Session

Adjourn

(5:42pm)

A motion was made by Snyder, seconded by Miller, to adjourn the meeting. The motion carried by unanimous vote.

[MIN_SIGNATURES]