



Jefferson County Parks and Recreation Commission

HR Committee Meeting Agenda

October 29, 2025

7:00 p.m.

[https://us02web.zoom.us/j/85028671432?
pwd=BC28shxq2jdJ1lYWFGOTI5baNpbUb9.
1 \(-> www.google.com\)](https://us02web.zoom.us/j/85028671432?pwd=BC28shxq2jdJ1lYWFGOTI5baNpbUb9.1)

1. Call to Order
2. Discussion of SOPs.
3. Discussion of updates to the Organization Chart and Job Descriptions that could be affected.
4. Discussion of office space for Director regarding new county office buildings.
5. Discussion of transitioning to a new payroll software program called GUSTO.