

## **AGENDA**

Eau Claire County

### **• Committee on Administration •**

Tuesday, May 12, 2020

2:30 p.m.

Location: Virtual Meeting via Webex Meet

#### **Public Access:**

**Dial in:** 1-415-655-0001

**Access Code:** 923 166 903

Members of the public wishing to make comments must email Samantha Kraegenbrink at [samantha.kraegenbrink@co.eau-claire.wi.us](mailto:samantha.kraegenbrink@co.eau-claire.wi.us) **at least 30 minutes prior to the start of the meeting**. You will be called on during the Public Comment session to make your comments. *As a reminder, please unmute your device to speak when you are called on.*

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
  - a. April 14, 2020
  - b. May 1, 2020
5. Interview for County Board District 16 – **Discussion/Action**
  - a. Chris Hambuch-Boyle
6. Strategic Planning: Kathryn Schauf – **Discussion/Action**
7. Covid-19 Response – **Discussion**
  - a. Bridge Plan
  - b. County Economic Recovery Taskforce
  - c. General Updates on Covid-19
8. Appointments to Boards/Commissions/Councils – **Discussion/Action**
  - a. Land Conservation Commission
    - i. Ricky Strauch (reappointment) – term expires April 2022
    - ii. Glory Adams (reappointment) – term expires April 2022
  - b. Housing Authority
    - i. Philip Swanhorst (reappointment) – term expires April 2025
9. Set Future Committee Meetings and Items for Discussion

*Next Regular Meeting – June 9, 2020 at 2:30 p.m.*

Prepared by: Samantha Kraegenbrink

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 715-839-6945 (FAX) 715-839-1669 or (TDD) 715-839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

## MINUTES

Eau Claire County

• **Committee on Administration** •  
Tuesday, April 14, 2020 at 2:30 p.m.  
**Virtual Meeting via Webex Events**

**Present:** Colleen Bates, Gerald Wilkie, Mark Beckfield, Ray Henning, Nick Smiar

**Staff:** Samantha Cole – Administrative Specialist III, Alexa Dennis – DHS, Tim Sullivan – Corporation Counsel, Frank Draxler – Operations Manager, Diane Cable – Director of Human Services, Charity Zich – Airport Director, Norb Kirk – Finance Director, Vickie Gardner - DHS

**Others:** Ryan Patterson – Leader Telegram, Connie Russell

The meeting was called to order by Chair Smiar at 2:30 p.m. and confirmed meeting notice.

A roll call was taken and noted above under Present.

The committee reviewed the minutes from March 10, 2020. Supervisor Wilkie motioned to approve, Supervisor Bates seconded the motion. Three grammatical errors were noted and corrected. All in favor, minutes were approved.

Supervisor Beckfield provided his thoughts on Industrial Growth in Eau Claire County. Supervisor Beckfield (supported by Supervisor Bates) to add further discussion as part of the Strategic Plan. Supervisor Beckfield suggested forming a committee/taskforce to explore the industry to provide jobs and potential tax incentives. Chair Smiar recommends that all partners be involved in the plan/committee.

Supervisor Henning joined the meeting at 2:47 p.m.

Norb Kirk began the discussion on the DHS Fiscal Process Review. Norb referred to the CLA review advising all eight points have been addressed or in the process of addressing. The committee further discussed the fiscal process review. Reconciliation of grants, depending on the type of grant that is being done, can be monthly or quarterly. Change wording to “reconciling monthly” request from Supervisor Wilkie. Continue to work on how the financial report can be available no more than 30 days after the close of the month. Supervisor Wilkie would like to see the Finance & Budget Committee in May or June to have an updated copy of the report indicating progress from with CLA report. Chair Smiar requests to produce and update on benchmarks to provide more clarity as to where the department is in the sequence laid out on the executive summary.

Administrator Schauf provided general updates on the County’s COVID-19, a response overview document was shared to the Committee. Supervisor Bates raised concerns about releasing inmates from the jail and advised the benefit of collecting data of any re-offenses, issues with being released early. Supervisor Wilkie will bring to the Committee on Judiciary and Law to explore further. Also request to present the COVID-19 response to the board and advise that there will have to be substantial changes once the Government Center is able to reopen.

Administrator Schauf also provided a brief update and follow up from the Speak your Peace planning session and Strategic Planning. Administration will provide more details and move forward with strategic planning with the board of supervisors in May.

A letter from Tim Sullivan was sent to the committee via an addendum in regard to the rules of the board. At this time, Administration has not received any changes.

The meeting was adjourned at 3:44 p.m.

Respectfully submitted by,

Samantha Cole  
Committee Clerk – Administrative Specialist III

Eau Claire County  
Joint Committee Meeting  
Committee on Human Resources and Committee on Administration

**Date:** Friday May 1, 2020

**Time:** 8:30 A.M.

**Location:** Remote Meeting via WebEx Events

**MINUTES**

Committee on HR Members Present: Mark Beckfield, Judy Gatlin, Kevin Stelljes, Stella Pagonis, Katherine Schneider

Committee on Administration Members Present: Nick Smiar, Colleen Bates, Gerry Willkie, Mark Beckfield, Ray Henning

Staff Present: Yes

Public Present: Yes

Chair Mark Beckfield called the meeting to order and certified compliance with Open Meetings Law at 8:30 a.m.

**Public Comment**

No public comment.

**Appointment of Chair and Vice Chair of the Committee on Human Resources**

Mark Beckfield made the motion to appoint the Chair and Vice Chair of the Committee. Stella Pagonis nominated Mark Beckfield as Chair and Judy Gatlin as Vice Chair. Katherine Schneider seconded the nomination. Supervisors Beckfield and Gatlin accepted the nominations and the appointments were passed unanimously.

**Information/Discussion/Action of Resolution 20-21/017** to implement an ad hoc committee to work as a Crisis Response Task force in light of ongoing developments in a Bridge Plan.

Motion by Colleen Bates Second by Judy Gatlin. Kathryn Schauf and Norb Kirk spoke to the resolution and steps already in place. Vote way taken by roll call:

Committee on Human Resources: Schneider, aye; Pagonis, aye; Stelljes, aye; Gatlin, aye; Beckfield, aye.

Committee on Administration: Wilke, aye; Beckfield, aye; Bates, aye; Henning, aye. Smiar did not vote.  
Motion carried.

**Adjourn Committee on Human Resources**

Chair Mark Beckfield adjourned the Committee on Human Resources meeting at 9:11 a.m.

**Information/Discussion/Action of Resolution 20-21/016** to request resolutions be considered at the 2020 WCA Annual Business Meeting. Colleen Bates speaks to the resolution. Resolution passes with a unanimous roll call vote.

**Motion to proclaim July 26<sup>th</sup> as Americans with Disabilities Act Awareness Day** in Eau Claire County.  
Motion is made by Mark Beckfield, Jerry Wilke seconds. Unanimous decision to pass motion with no roll call vote.

**Information/Discussion/Action** Henning makes a motion to appoint individuals as listed in the agenda, Wilke seconds. Unanimous roll call vote passes appointments.

**Adjourn Committee on Administration**

Chair Nick Smiar adjourned the meeting at 9:19 a.m.

Respectfully submitted,

Sara Bronstad, Acting Clerk of the Committee on Human Resources

**Application Date**

04/25/2020 12:00 AM

**Name of Board or Commission You are Applying For:**

County Board of Supervisors

**If applying for County Board of Supervisors, which district?**

Eau Claire District 16/Wards 5,7

**Full Name**

Ms. Christine Hambuch-Boyle

**Age 18 or Older**

Yes

**Do you currently reside/live within Eau Claire County limits?**

Yes

**Number of Years:**

I have lived in Eau Claire since enrolling at UWEC in 1971. My husband Steve and I have owned a home on the west side/district 16 since 1978.

**Education**

Bachelor of Arts Degree: Communicative Disorders: May 1975/University of WI-Eau Claire Master of Science Degree: Communicative Disorders: August 1976/University of WI-Eau Claire

**Do you have relatives employed or appointed to serve in Eau Claire County?**

No

**Please describe any potential conflicts of interest (or list n/a)**

I recently applied for a paid organizing position with the Wisconsin Public Education Network. It is a nonpartisan position advocating for Wisconsin Public Schools.

**List County Boards, Commissions, or Committees on which you have served**

I campaigned and achieved two 3-year terms on the Eau Claire Area School District School Board. While on the school board, I served as both Board Clerk and Board President. Under my leadership as president, working closely with the Eau Claire community we were able to pass an \$87.9 million referendum. During the six years on the school board, I served on both policy/governance and budget committees.

**Please describe how you are qualified for the position of interest**

I place a high value on personal accountability and transparency of budgeting when serving on publicly elected boards. To me that is what builds trust and support from my community. While on the school board I served on the Shared Services Commission for 3 years until it did not meet anymore. This experience afforded me the opportunity to see first hand how a city, county and school district could work together using tax dollars wisely and efficiently. The Eau Claire Area School District has a budget of \$145 million. When comparing that to the 2020 Eau Claire County Budget of \$124.38 it tells me that my school board experience with a budget may be helpful to the county board as well.

**If selected, how would you work to better our community?**

If I am selected, I would always work hard to be a collaborative and transparent board member to District 16 constituents and to Eau Claire as a whole. I would make myself available to those same constituents. I am a strong advocate for public entities that serve communities, states and our country.