

AMENDED AGENDA

Eau Claire County

• Committee on Administration •

Tuesday, July 07, 2020

2:30 p.m.

Location: Webex Virtual Meeting

Dial In: 1-415-655-0001 **Access Code:** 145 395 2771 **please mute device upon entry*

For those wishing to make public comment, you must e-mail Samantha Kraegenbrink at 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 session to make your comments.

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. June 9, 2020
5. File No. 20-21/036: Resolution – Authorizing closing County facilities and functions except for Law Enforcement, the Airport, and 24-Hour Operations for 6 days in 2020; implementing furlough without pay for employees on those days – **Discussion/Action**
6. File No. 20-21/035: Resolution – Adopting a Strategic Plan for the Years 2020-2022 for Eau Claire County – **Discussion/Action**
7. File No. 20-21/041: Resolution – Authorizing to abolish one (1.0) FTE Administrative Specialist III and to create one (1.0) FTE Assistant to the County Administrator – **Discussion/Action**
8. File No. 20-21/042: Resolution – Authorizing to abolish one (1.0) FTE Risk Analyst and to create one (1.0) FTE Risk Manager – **Discussion/Action**
9. Resolution – Changing the Grade/Step for Facilities Director Position – **Discussion/Action**
10. Change to the effective time of the Strategic Plan in the County Code: Kathryn Schauf – **Discussion/Action**
11. Review of Capital Projects for 2021 – **Discussion**
12. Risk & Safety Update: Sonja Leenhouts – **Discussion**
13. Appointments

Local Emergency Planning Committee

James Hager (reappointment) term expires April 2022

Jason Knecht (reappointment) term expires April 2022

Jack Running (reappointment) term expires April 2022

Steve Vargo (reappointment) term expires April 2022

14. Set Future Committee Meetings and Items for Discussion

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 839- 6945 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

Next Regular Meeting –August 11, 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 839- 6945 (FAX) 8391669 or (TDD) 8394735 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, June 9, 2020 at 2:30 p.m.
Virtual Meeting via Webex Events

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

Others: Rob Karwath – North Coast Communications, Samantha Kraegenbrink – Administration, Kathryn Schauf – County Administrator, Dave Hayden – IS Director, Norb Kirk – Finance Director, Frank Draxler – Administrative Operations Manager, Rod Eslinger – Director of Planning & Development, Tim Sullivan – Corporation Counsel, Jim Dunning, Kim Cronk, Richard Eaton – Assistant Corporation Counsel

Chair Smiar called the meeting to order at 2:30 p.m. and confirmed the meeting was publicly noticed.

Verbal roll call as taken and is noted above under *present*.

No members of the public wished to make comment.

Supervisor Bates motioned to approve the meeting minutes from May 12, 2020 as presented. Supervisor Henning seconded the motion. The minutes were approved unanimously.

Frank Draxler briefly discussed the Strategic Plan. Supervisor Bates questioned where the degree of risk will be noted in the plan. Draxler advised it would be identified and will indicate with the process. Rob Karwath was in attendance and further discussed the Strategic Plan. Suggestions were made by the committee to make various changes/updates to the plan. Supervisor Bates motions to accept the report, Supervisor Wilkie seconded the motion to accept.

The committee discussed File No. 20-21/026: Resolution – Modification to resolution 20-21/017 authorizing the bridge plan related to the Covid-19 pandemic; to create a task force to address issues related to the Covid-19 crisis. The modification creates additional language of: ***with a commitment to building equity, diversity, and inclusion in all our financial and operational solutions and paths forward.*** Supervisor Bates motions to approve; seconded by Supervisor Beckfield.

The committee discussed File No. 20-21/027: Ordinance – To amend section 4.01.001 of the code: Purpose, to create section 4.02.010 of the code: Adopting the budgetary provisions of Wisconsin Statutes section 59.60 as the County Budget Process. Tim Sullivan further explained this resolution as it relates to File No. 20-21/028 which was in front of the Finance and Budget Committee on June 8, 2020 and will be in front of the County Board on June 16, 2020. This resolution reflects changes to what is currently being practiced and following the role of the County Administrator and aligning with state statute. Supervisor Bates motioned to approve; there was no second. The vote was 2 yes (Supervisors Bates and Smiar) and 3 no (Supervisors Henning, Beckfield, Wilkie.) The motion does not pass.

The committee discussed File No. 20-21/028: Ordinance – To amend sections 2.04.485, 2.06.060, and 4.02 of the Code. This ordinance grants Finance and Budget added responsibility. This resolution reflects current/past practice. Finance Director Norb Kirk shared a matrix that highlights the differences between File No. 20-21/027 and File No. 20-21/028. Supervisor Wilkie motions to approve; seconded by Henning. The vote was 3 yes (Supervisors Henning, Beckfield, Wilkie) and 2 no (Supervisors Bates and Smiar.) The motion was approved.

The committee discussed File No. 20-21/031: Resolution – Authorizing to increase one Administrative Associate III (0.50) to Administrative Associate III (0.625) and abolish (0.50 FTE) Outreach Coordinator. Administrative Schauf provided further information. Supervisor Beckfield motions to approve; seconded by Supervisor Bates. All in favor.

The committee discussed File No. 19-20/109: Amended Resolution – Directing the County Administrator to take significant action steps with the department of Human Services to address budget compliance in the year 2020, proper use of the fund balance and the deficiencies in the department of Human Services Financial Unit. Finance and Budget did not act on the amended resolution and was postponed until July. This item will go to the County Board after it is acted on by Finance and Budget. The item is removed from the agenda.

The committee discussed File No. 20-21/030: Resolution: Racism is a Public Health Crisis. Chair Smiar advised that this resolution should also be considered by the City-County Board of Health if approved by the Committee on Administration. Supervisor Cronk was in attendance and provided further detail without objection by the committee. Health Director Giese will be asked to speak to this resolution at the County Board meeting. Supervisor Bates motions to approve; seconded by Supervisor Beckfield. All in favor.

Rod Eslinger, Director of Planning & Development was in attendance to provide information on redistricting (the process and timeline.)

Open meeting law as it pertains to meeting attendance via electronic resources as been postponed to a future meeting.

The committee reviewed appointments. Supervisor Wilkie motioned to confirm appointments and acceptance of resignations. Supervisor Beckfield seconded the motion. All in favor.

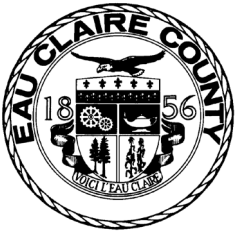
The meeting date in July be moved. A survey will be sent to the committee.

The meeting was adjourned at 4:49 p.m.

Respectfully submitted by,



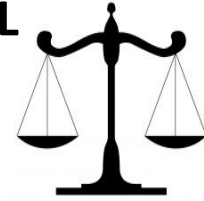
Samantha Kraegenbrink
Administrative Specialist III – Department of Administration



OFFICE OF CORPORATION COUNSEL

EAU CLAIRE COUNTY
EAU CLAIRE COUNTY COURTHOUSE
721 OXFORD AVE., SUITE 3520
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ASSISTANT CORPORATION COUNSEL

*Sharon G. McIlquham
Richard A. Eaton
Charles R. Ellefsen, III*

CORPORATION COUNSEL

Timothy J. Sullivan

July 6, 2020

FACT SHEET 20-21/036

This resolution addresses the financial crisis created by the COVID-19 pandemic and is a recommendation from the Task Force that was created earlier this year by the County Board.

This resolution authorizes closing county facilities, on six separate days, one day scheduled each month for the remainder of 2020. These days would be furlough days, without pay for all county employees, except those scheduled for 24-hour per day operations, and that highway employees can, if needed, be called into work for snow removal or other ongoing highway repairs or emergencies.

If financial circumstances improve during the year 2020, this resolution authorizes the County Administrator to cancel furlough days after consultation with and getting the approval of the majority of the members of the Task Force.

Timothy J. Sullivan
Corporation Counsel

TJS

X;/ordinance/20-21.036 Fact

4 AUTHORIZING CLOSING COUNTY FACILITIES AND FUNCTIONS EXCEPT FOR LAW
5 ENFORCEMENT, THE AIRPORT AND 24- HOUR OPERATIONS FOR 6 DAYS IN 2020;
6 IMPLIMENTING FURLOUGH WITHOUT PAY FOR EMPLOYEES ON THOSE DAYS

7 WHEREAS, as a result of the financial crisis created by the COVID-19 pandemic, it is at
8 this time estimated that Eau Claire County could have a financial deficit of approximately 1.7
9 million dollars in the year 2020; and,

10
11 WHEREAS, closing county facilities and functions except for law enforcement, the Airport
12 and 24 hour operations for 6 days, and furloughing employees without pay on those days; will assist
13 in erasing most of the projected deficit; and,

14
15 WHEREAS, further savings will come from suspending the July 2020 step increase in wages
16 as set forth in Policy 519, Section 213 of the Employee policy Manual, voluntary furloughs, not
17 filling vacant positions, and additional operational adjustments; and,

18
19 NOW THEREFORE BE IT RESOLVED; that the Eau Claire County Board authorizes
20 closing county facilities and functions except for law enforcement, the Airport and 24-hour
21 operations on July 24, 2020; August 21, 2020; September 18, 2020, October 16, 2020;
22 November 13, 2020 and December 18, 2020, and that employees will be furloughed without pay
23 on those days;

24
25 BE IT FURTHER RESOLVED, that the annual step increase scheduled to take place
26 during the first pay period of July, of every year and found in Section 519, subsection 2.3 of the
27 Employee Policy Manual, is suspended retroactively to July 1, 2020, only for the year 2020; and

28
29
30 BE IT FURTHER RESOLVED, that the Highway Department will follow the schedule
31 of closure, to the extent possible, except that the Highway Commissioner has the authority to call
32 in staff as needed on the dates indicated to deal with snow removal or other ongoing highway
33 repairs or emergencies; and,

34
35 BE IT FURTHER RESOLVED, the County Administrator, after consultation with and
36 getting the approval of a majority of the members of the Task Force created to deal with issues
37 created by the COVID-19 pandemic, and based on sufficient improvement in the economy, and
38 the financial outlook for Eau Claire County, has the authority to remove furlough dates from the
39 list of dates stated above; and to reinstate the annual step increase for employees.
40 Communication of the decision to cancel furlough dates and/or reinstate the step increase in pay
41 will be conveyed to the County Board, all county employees, departments and agencies and the
42 local media.

43
44 I hereby certify that the foregoing
45 Correctly represents the action taken by the
46 undersigned Committee on July ____, 2020
47 by a vote of ____, for, ____ against.

48
49
50 _____
51 Committee on Administration
Nick Smiar, Chair

FACT SHEET

TO FILE NO. 20-21/035

Starting in the fall of 2019, Eau Claire County has engaged in a multi-step process to develop and create a new strategic plan which included the Department Heads engaging in the organizational effectiveness process, reviews by the Committee on Administration, seeking input from the community through Speak your Peace engagements and a review by the County Board of Supervisors.

This resolution adopts the Strategic Plan created for the 2022-2024 years.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Samantha Kraegenbrink". The signature is written in a cursive style with a large initial "S".

Samantha Kraegenbrink – Administrative Specialist III
County Administration

2
3 ADOPTING A STRATEGIC PLAN FOR THE YEARS 2020-2022 FOR EAU CLAIRE
4 COUNTY
5

6 WHEREAS, Eau Claire County has traditionally engaged in the development of a strategic
7 plan for the purpose of establishing priorities for the operation of the County; and,
8

9 WHEREAS, the year 2020 is a year that Eau Claire County is scheduled to review and
10 approve a new strategic plan for the years 2020-2022; and,
11

12 WHEREAS, starting in the fall of 2019 Eau Claire County has engaged in a multi-step
13 process to develop and create a new strategic plan. These steps included the department heads
14 engaging in the organizational effectiveness process, reviews by the committee on administration,
15 seeking input from the community through the Speak Your Peace program; and review by the Eau
16 Claire County Board of Supervisors; and,
17

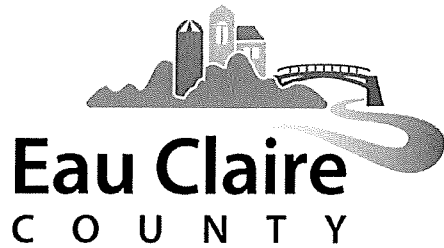
18 WHEREAS, The County board reviewed the plan at its meeting on June 16, 2020, and gave
19 suggestions to prioritize the elements of the proposed strategic plan. Attached to and incorporated
20 into this resolution as Exhibit "A" is the proposed strategic plan for the years 2020 through 2022.
21 The proposed strategic Plan has three Goals:

- 22 1. Stabilize county finances and operations;
- 23 2. Enhance communities and the quality and equity of citizens' lives; and
- 24 3. Position the county for economic development. Each goal has stated objectives for the
25 achievement of each of the goals.
26

27 NOW THEREFORE BE IT RESOLVED; The Eau Claire County Board of Supervisors
28 adopts the strategic plan attached to this resolution and Marked as "Exhibit A" as the strategic
29 plan for Eau Claire County for the years 2020-2022.
30

31
32 I hereby certify that the foregoing
33 Correctly represents the action taken by
34 the undersigned Committee on July __, 2020
35 by a vote of ___ for, ___ against.
36

37
38
39 _____
40 Chair, Nick Smiar
41 Committee on Administration
42



Strategic Plan

For years 2020-2022/24 | Updated June 22, 2020

Goal 1: Stabilize county finances and operations

Objective 1: Develop financial plan examining key data

Strategies:

- Make projections
 - Procedures for projecting/estimating budget and expenditures including confidence and risk levels
 - Current fiscal year
 - Next fiscal year
 - Capital
 - Operating
 - Sales tax
 - Cash flow
- Review commitments and prioritization
 - Review statutory requirements as well as possible exceptions
 - Prioritize these requirements
 - Develop method(s) for public and Board prioritization on a high level
 - Compare tax levy expenditure to other comparable counties
- Examine timeline for capital projects
 - Examine timeline for capital planning
 - Plan strategically for years 2-5
 - Additional methods to prioritize capital year 1 and years 2-5
- Review Current financial policies and recommend enhanced or new policies
 - Debt service
 - Fund Balance
 - Capital expenditures vs Operating

- Prioritization
- Realistic and accountability
- Ensuring accessibility of this information

Objective 2: Develop operations and staffing plan supported by conservative revenue projections

- Assess and enhance cost-effective and time-efficient processes across all operations
 - County-wide/cross-departmental review overseen by:
 - County Board
 - Administration
 - Departments
 - Department-by-department reviews overseen by:
 - Departments
 - Administration
 - In all of these reviews, focus on changes with most impact
- Examine technology needs and implement improvements to achieve best practices
 - IT Department
 - All other departments
 - Administration
- Optimize staffing and service delivery, eliminating artificial "silos"
 - Build cross-departmental teams to understand work of all departments and to share work among departments
 - Cross-train county employees, where appropriate, to increase functionality and eliminate duplication
 - Support revival and expansion of shared services efforts
 - With other units of local government
 - With other partners (for-profit, nonprofit, trade groups, associations, etc.)
 - Continue to support the relationships and building of trust was attained in the Operational Effectiveness training
- Search for opportunities to eliminate costs and increase revenues/resources
 - Develop a blue-sky innovation committee of cross-department members to propose ideas
 - Support innovation
 - Examine best practices in operation at other units of government

Objective 3: Develop and execute communications plans, regularly sharing information with stakeholders

- Identify stakeholder groups (internal and external) and their information needs
 - Departments and administration solicit and gather
 - County Board members solicit and gather
 - Communication team solicits and gathers

- Communications team assembles complete list of stakeholders and needs, with input from all sources above
- Ensure that adequate information with sufficient/"memorable" context is available and widely known to meet stakeholder needs
 - Departments and administration gather information and context
 - County Board gathers information and context
 - Communication team gathers and shares information and context, including content from all sources above
- Provide ongoing education (to the public) about county government, its role and its decisions
 - Communication team primarily responsible for this initiative, with input and involvement of:
 - Departments and administration
 - County Board
 - Continue public forums/townhalls or other methods of outreach to the community
- Integrate Speak Your Peace: The Civility Project into all communications and sharing (two-way discussions) with stakeholders

Goal 2: Enhance communities and the quality and equity of citizens' lives

Objective 1: Optimize residents' health and safety

Strategies:

- Partner with community organizations to address issues of equity, inclusion, and diversity in the County
- Improve mental health services to vulnerable and at-risk populations
- Improve how health outcomes are reported, using data to enhance services
- Provide cost-effective and efficient public safety services
- Work with partners to provide a safe community during the pandemic and assist the community with recovery
- Provide a safe environment for employees and public
- Work with partners to discuss solutions to root problems such as: affordable housing, homelessness, unemployment, underemployment, and a voice of equity.

Objective 2: Protect and enhance our natural resources

Strategies:

- Maintain and improve access to parks, forests and recreational areas to meet demand

- Protect and enhance the quantity and quality of potable ground water
- Continue to support carbon neutrality
- Promote sound land use decisions
- Support efforts to improve lake access and quality

Objective 3: Provide and improve broadband services to rural parts of the county

Strategies:

- Identify locations lacking broadband service
- Seek partnerships and innovative solutions
- Seek other communities' best practices and models
- Develop metrics showing data and the increases of services
- Initiate "one-stop construction," installing fiber whenever construction occurs

Goal 3: Position county for economic development

Objective 1: Review existing resources and identify gaps for economic development

Strategies:

- Summarize and share current processes for economic development
- Determine county role and function
- Develop a plan to pursue economic development that are resilient and sustainable in a changing marketplace

FACT SHEET

TO FILE NO. 20-21/041

Background

The Administrative Specialist III is currently within the department of Administration and reports to the County Administrator. The job duties of the position have been reviewed and more closely align with the duties and skill set of that of the Assistant to the County Administrator.

The current Administrative Specialist III has been performing duties beyond the scope and definition of an Administrative Specialist III for a great length of time. The job description has been updated and more closely aligns with the Assistant to the County Administrator. The changes move the position from Pay Grade H, Step 4 to Pay Grade J, Step 3.

Request

Abolish the Administrative Specialist III position and create the Assistant to the County Administrator position. If approved, it is the intent to abolish the Administrative Operations Manager position in the 2021 budget.

Fiscal Impact

The fiscal impact of this change is an eventual cost of \$4,022 and immediate cost of \$1,458, however there is a decrease in the Administration Department budget of \$61,043 in 2020 and decrease of \$122,057 in 2021 from the vacancy and abolishment of the Administrative Operations Manager.

| Position | Annualized Cost |
|---------------------------------------|-------------------|
| Administrative Operations Manager | -\$122,057 |
| Assistant to the County Administrator | +\$4,022 |
| Risk Manager | +\$7,031 |
| Facilities Director | +\$4,700 |
| Total Cost Savings | -\$106,304 |

Respectfully submitted,



Kathryn Schauf
County Administrator



Jessica Rubin
Human Resources Director

4 - AUTHORIZING TO ABOLISH ONE (1.0 FTE) ADMINISTRATIVE SPECIALIST III AND TO
5 CREATE ONE (1.0 FTE) ASSISTANT TO THE COUNTY ADMINISTRATOR -

6 WHEREAS, the Eau Claire County Code of General Ordinances requires that all regular positions or
7 changes therein be submitted to the Board for authorization; and

8
9 WHEREAS, at its regularly scheduled meeting on July 7, 2020, the Committee on Administration
10 approved a request from the Administration Department to abolish one 1.0 FTE Administrative Specialist
11 III position and create one 1.0 FTE Assistant to the County Administrator position: and

12
13 WHEREAS, at its regularly scheduled meeting on July 10, 2020, the Committee on Human Resources
14 approved a request from the Administration Department to abolish one 1.0 FTE Administrative Specialist
15 III position and create one 1.0 FTE Assistant to the County Administrator position: and

16
17 WHEREAS, the change of this position will have a cost savings to the Administration Department and
18 will be funded by the vacancy and abolishment of the of the Administrative Operations Manager position;

19
20 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby
21 approves to abolish one (1.0 FTE) Administrative Specialist III and to create one (1.0 FTE) Assistant to
22 the County Administrator in the Administration Department.

23
24 ADOPTED:

25
26
27
28 _____
29 Nick Smiar, Chair
30 Committee on Administration

31
32 _____
33 Mark Beckfield, Chair
34 Committee on Human Resources

35
36
37 Dated this ____ day of ____,2020.

38
39
40 SK

FACT SHEET
TO FILE NO. 20-21/042

Background

The Risk Analyst is currently within the department of Administration and reported to the Administrative Operations Manager. The job duties of the position have been reviewed with the vacancy of the Administrative Operations Manager and the job duties more closely align to that of a Risk Manager.

The current Risk Analyst has been assigned duties to oversee all Risk Management for the organization, previously a portion of this responsibility was shared with the Administrative Operations Manager. The Risk Manager will report to the County Administrator. The job description has been updated and more closely aligns with a Manager role. The changes move the position from Pay Grade P, Step 11 to Pay Grade Q, Step 14.

Request

Abolish the Risk Analyst position and create the Risk Manager position. If approved, it is the intent to abolish the Administrative Operations Manager position in the 2021 budget.

Fiscal Impact

The fiscal impact of this change is an eventual cost of \$7,031 and immediate cost of \$2,746, however there is a decrease in the Administration Department budget of \$61,043 in 2020 and decrease of \$122,057 in 2021 from the vacancy and abolishment of the Administrative Operations Manager.

| Position | Annualized Cost |
|---------------------------------------|-------------------|
| Administrative Operations Manager | -\$122,057 |
| Assistant to the County Administrator | +\$4,022 |
| Risk Manager | +\$7,031 |
| Facilities Director | +\$4,700 |
| Total Cost Savings | -\$106,304 |

Respectfully submitted,



Kathryn Schauf
County Administrator



Jessica Rubin
Human Resources Director

4 - AUTHORIZING TO ABOLISH ONE (1.0 FTE) RISK ANALYST AND TO CREATE ONE (1.0
5 FTE) RISK MANAGER -

6 WHEREAS, the Eau Claire County Code of General Ordinances requires that all regular positions or
7 changes therein be submitted to the Board for authorization; and

8
9 WHEREAS, at its regularly scheduled meeting on July 7, 2020, the Committee on Administration
10 approved a request from the Administration Department to abolish one 1.0 FTE Risk Analyst position and
11 create one 1.0 FTE Risk Manager position: and

12
13 WHEREAS, at its regularly scheduled meeting on July 10, 2020, the Committee on Human Resources
14 approved a request from the Administration Department to abolish one 1.0 FTE Risk Analyst position and
15 create one 1.0 FTE Risk Manager position: and

16
17 WHEREAS, the change of this position will have a cost savings to the Administration Department and
18 will be funded by the vacancy and abolishment of the of the Administrative Operations Manager position;

19
20 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby
21 approves to abolish one (1.0 FTE) Risk Analyst and to create one (1.0 FTE) Risk Manager in the
22 Administration Department.

23
24 ADOPTED:

25
26
27 _____
28 Nick Smiar, Chair
29 Committee on Administration

30
31 _____
32 Mark Beckfield, Chair
33 Committee on Human Resources

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35
36 Dated this ____ day of ____,2020.

37
38
39 SK

FACT SHEET
TO FILE NO. 20-21/043

Background

The job duties of the Facilities Director have been reviewed and additional work duties have been added to the job description to absorb work previously completed by the Administrative Operations Manager.

Request

Reclassify the Facilities Director position to Pay Grade U, Step 1. If approved, it is the intent to abolish the Administrative Operations Manager position in the 2021 budget. It is the request to reclassify the Facilities Director position from Pay Grade T, Step 3 to Pay Grade U, Step 1.

Fiscal Impact

The fiscal impact of this change is an eventual cost of \$1,537 and immediate cost of \$4,700, however there is a decrease in the Administration Department budget of \$61,043 in 2020 and decrease of \$122,057 in 2021 from the vacancy and abolishment of the Administrative Operations Manager.

| Position | Annualized Cost |
|---------------------------------------|-------------------|
| Administrative Operations Manager | -\$122,057 |
| Assistant to the County Administrator | +\$4,022 |
| Risk Manager | +\$7,031 |
| Facilities Director | +\$4,700 |
| Total Cost Savings | -\$106,304 |

Respectfully submitted,



Kathryn Schauf
County Administrator



Jessica Rubin
Human Resources Director

4 - AUTHORIZING TO RECLASSIFY THE FACILITIES DIRECTOR TO PAY GRADE U, STEP 1

5 WHEREAS, the Eau Claire County Code of General Ordinances requires that all regular positions or
6 changes therein be submitted to the Board for authorization; and

7
8 WHEREAS, at its regularly scheduled meeting on July 7, 2020, the Committee on Administration
9 approved a request from the Administration Department to reclassify the Facilities Director to Pay Grade
10 U, Step 1: and

11
12 WHEREAS, at its regularly scheduled meeting on July 10, 2020, the Committee on Human Resources
13 approved a request from the Administration Department to reclassify the Facilities Director to Pay Grade
14 U, Step 1n: and

15
16 WHEREAS, the change of this position will have a cost savings to the Administration Department and
17 will be funded by the vacancy and abolishment of the of the Administrative Operations Manager position;

18
19 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby
20 approves to reclassify the Facilities Director to Pay Grade U, Step 1

21
22 ADOPTED:

23
24
25 _____
26 Nick Smiar, Chair
27 Committee on Administration

28
29 _____
30 Mark Beckfield, Chair
31 Committee on Human Resources

32
33
34 Dated this ____ day of ____,2020.

35
36
37 SK

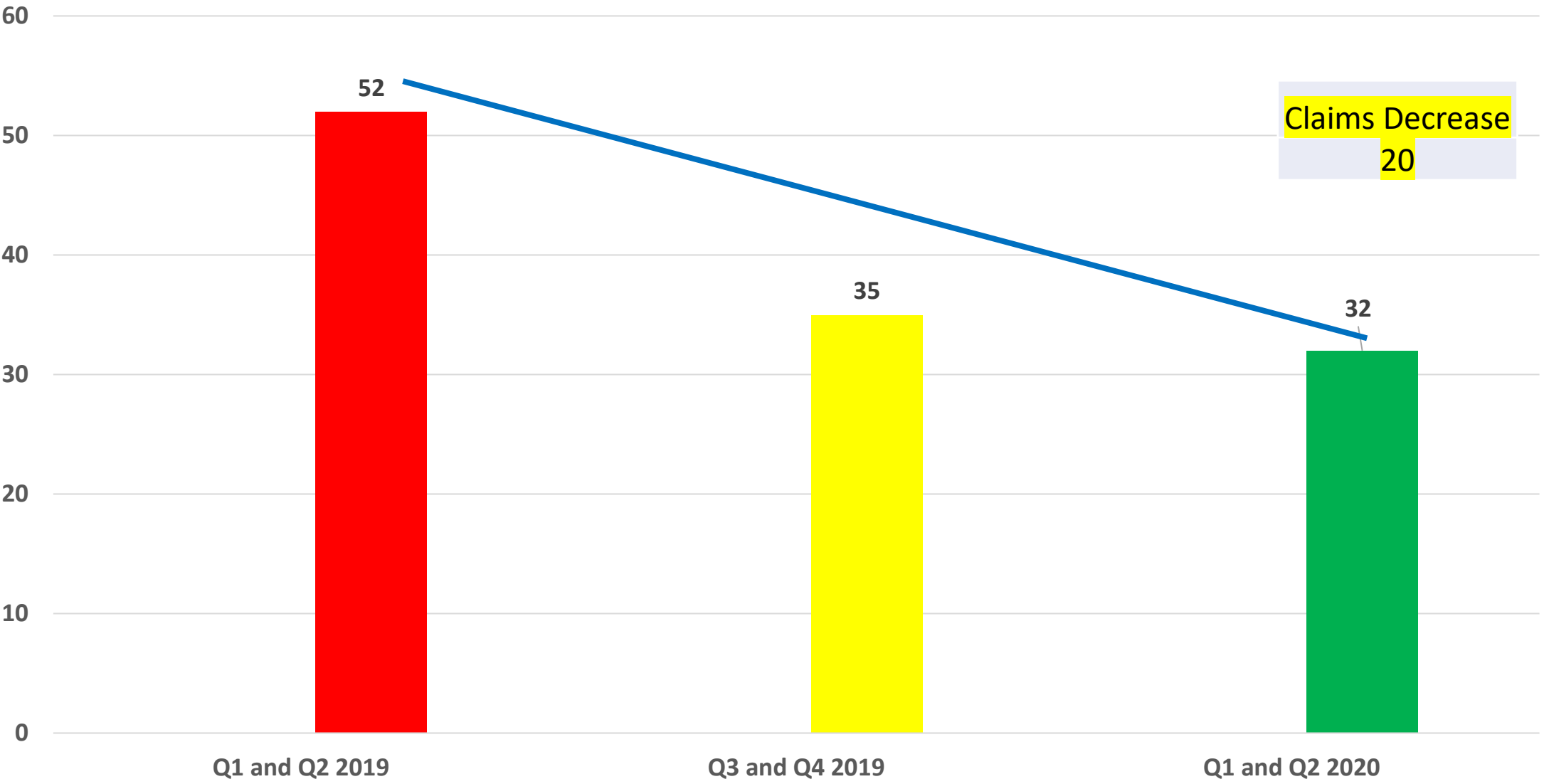
Risk Management and Safety Review 2019-2020 YTD

By:

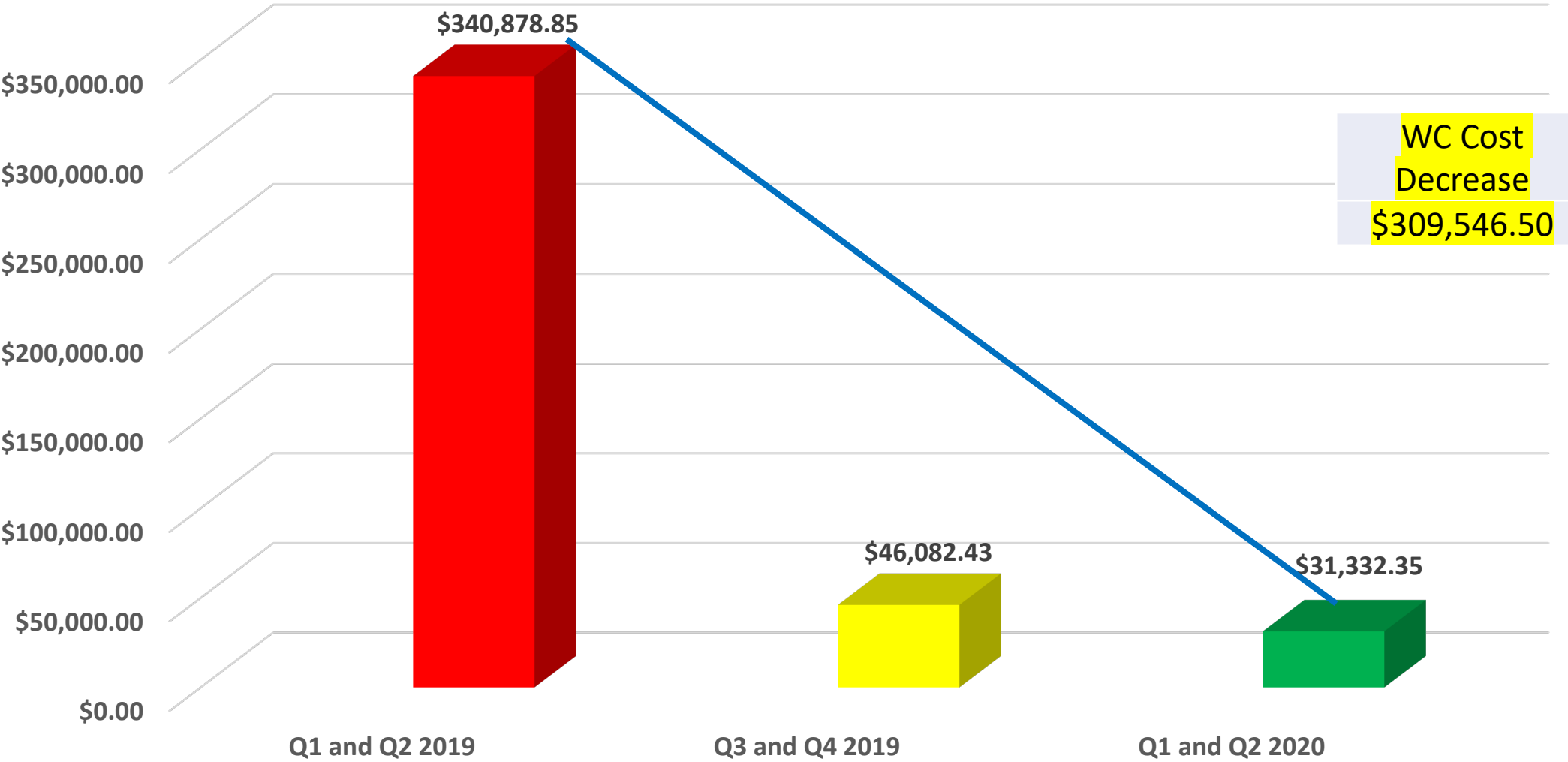
Sonja Leenhouts, Risk Analyst



of Incidents by Time Period



Workers Comp Costs by Time Period



Risk Management Focus



**BUILDING TRUST
AND RELATIONSHIPS
WITH
DEPARTMENTS IN
THE COUNTY**



**ONE POINT OF
CONTACT FOR
WORKER'S COMP
AND SAFETY
CONCERNS**



**PROVIDING
TRAINING
WITHIN THE
COUNTY**



**MEETING
COMPLIANCE
REQUIREMENTS**



**PARTICIPATING IN
SAFETY
COMMITTEE
MEETINGS,
HIGHWAY SAFETY
DAYS**



**WORKING
TOGETHER TO
RESOLVE SAFETY
CONCERNS AND
ISSUES**