

MINUTES

Eau Claire County
Committee on Human Resources

Date: Friday, June 12, 2020

Time: 8:30 a.m.

Present: Mark Beckfield, Judy Gatlin, Kevin Stelljes, Katherine Schneider, Stella Pagonis

Others: Amy Sires, Dave Hayden, Jessica Rubin, Katelynn Eslinger, Norb Kirk, Sara Bronstad, Tim Sullivan

Public: Colleen Bates, Donald Mowry, Martha Nieman

Chair Beckfield called the meeting to order at 8:31 a.m. and confirmed meeting notice.

No members of the public wished to make comment.

The committee reviewed the minutes from April 8, 2020 and May 1, 2020. There was one correction of the date listed on April 8, 2020 minutes. Supervisor Gatlin motioned to approve the minutes as corrected. All in favor, the minutes were approved as amended.

Amy Sires was in attendance and provided an update on Health Insurance. The County has initiated an RFP for bids on changing health insurance. A report will come back to the committee in July or August.

Dave Hayden was in attendance to provide details for File No. 20-21/031: Resolution - FTE increase for one Administrative Associate III (5 hours/week) for Information Systems/ADRC. This position would have a cost savings as it is eliminating a 0.50 FTE vacant position in ADRC. ACTION: ADRC Director to send analysis of positions. Supervisor Schneider motioned to approve the resolution; motion passed unanimously.

Norb Kirk was in attendance to provide details for File No. 20-21/005: Resolution – Replace one 1.0 FTE Fiscal Associate (Grade E) with one 1.0 FTE Fiscal Associate III (Grade G) position. Roles and responsibilities for this position have changed. This is a vacant position, Administrator Schauf supported the change and Finance and Budget supported 4-1. This position is not being immediately filled. Motion by Supervisor Stelljes to approve; 4 yes, 1 no (Supervisor Pagonis.) Motion passed.

Jessica Rubin discussed the changes to the recruitment and selection policy. The committee refers to Corporation Counsel to review Policy 101 – Recruitment and Selection Updates and Policy 705 – Harassment and Discrimination Updates. Should review the different types of harassment (wording of unlawful) Will be agendized at a future meeting.

Jessica Rubin provided further details on the quarterly reports.

Administrator Schauf provided an update on EDI. Administration is currently forming a task force for Equity, Diversity, Inclusion, & Social Justice. Have identified two subject matter experts to help spearhead the initiative. A smaller task force would map out objectives and timeline for the objectives and deliverables. This process should be slow and methodically to yield long lasting results.

Corporation Counsel Tim Sullivan provided information and reminders for the WPPA contract negotiations.

The committee discussed DHS and the organizational chart as well as the open positions list. There was a question/concern on the caseload within DHS. Diane Cable was in attendance to provide further details.

The next meeting will be on Friday, July 10, 2020.

The meeting was adjourned at 10:20 a.m.

Respectfully submitted by,

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

Samantha Kraegenbrink
Administrative Specialist III – Department of Administration