

AGENDA

Eau Claire County

Committee on Human Resources

Date: Friday, December 11, 2020

Time: 8:30 a.m.

Location: Remote Meeting via Webex Events

Dial In: 1-415-655-0001

Access Code: 145 664 5376

**please remain muted when not speaking*

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. Approval of Minutes – **Discussion/Action**
 - a. November 12, 2020
5. Quarterly Reports – **Discussion**
6. Exit Interview Process - **Discussion**
7. Employee Satisfaction Survey – **Discussion**
8. Contracted Services - **Discussion**
9. General Director Updates – **Discussion**
10. Next Meeting Topics - **Discussion**
11. Adjourn

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 839-6745 (FAX) 839-1669 or (TDD) 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 Human Resources

Date: Thursday, November 12, 2020

Time: 8:30 a.m.

Location: Remote Meeting via Webex Events

Members Present: Judy Gatlin, Mark Beckfield, Kevin Stelljes, Katherine Schneider, Stella Pagonis, Nick Smiar (ex-officio)

Others: Samantha Kraegenbrink – Committee Clerk, Norb Kirk, Jessica Rubin, Katelynn Eslinger, Kathryn Schauf, Sara Bronstad, Tim Sullivan, Dawn Edlin

Public: Ryan Patterson – Leader Telegram

Chair Beckfield called the meeting to order at 8:30 a.m. and confirmed meeting notice.

Verbal roll call was taken by the Committee Clerk and indicated above under present.

Supervisor Schneider motioned to approve the minutes from October 9, 2020 as presented. No further discussion, additions, or corrections. All in favor, minutes approved.

The committee reviewed and had brief discussion on File No. 20-21/086: To ratify a labor agreement between Eau Claire County and the Wisconsin Professional Police Association Law Enforcement Employee Relations Division for the non-supervisory unit effective January 1, 2021 through December 31, 2023: Authorizing the Chair of the County Board, Chair of the Committee on Human Resources and County Administrator to execute said contract on behalf of Eau Claire County. Supervisor Gatlin made the motion to approve. Via verbal roll call (5 yes, 0 no), motion passed.

Jessica Rubin provided an overview and answered questions about Policy 509 – Timekeeping. The committee discussed the use of NetTime and remote work. The Human Resources Department will work with the Payroll Department to update the policy and bring back to the committee in the future.

Jessica Rubin provided an overview of the exit interview process. Currently the employee provides the department with a resignation letter and then will receive a survey link for their exit. The employee may choose to call the department or have a face-to-face meeting. **Action requested:** Chair Beckfield requested the exit interview survey questions be sent to the committee following this meeting. It is also requested to have this agenda item on the next regular meeting of the committee. In addition, the committee would like to discuss Total Rewards data and strategies.

Jessica Rubin provided general director updates for the Human Resources Department.

The meeting was adjourned at 9:20 a.m.

Respectfully submitted by,



Samantha Kraegenbrink – Committee Clerk



HR Metrics Q3 2020

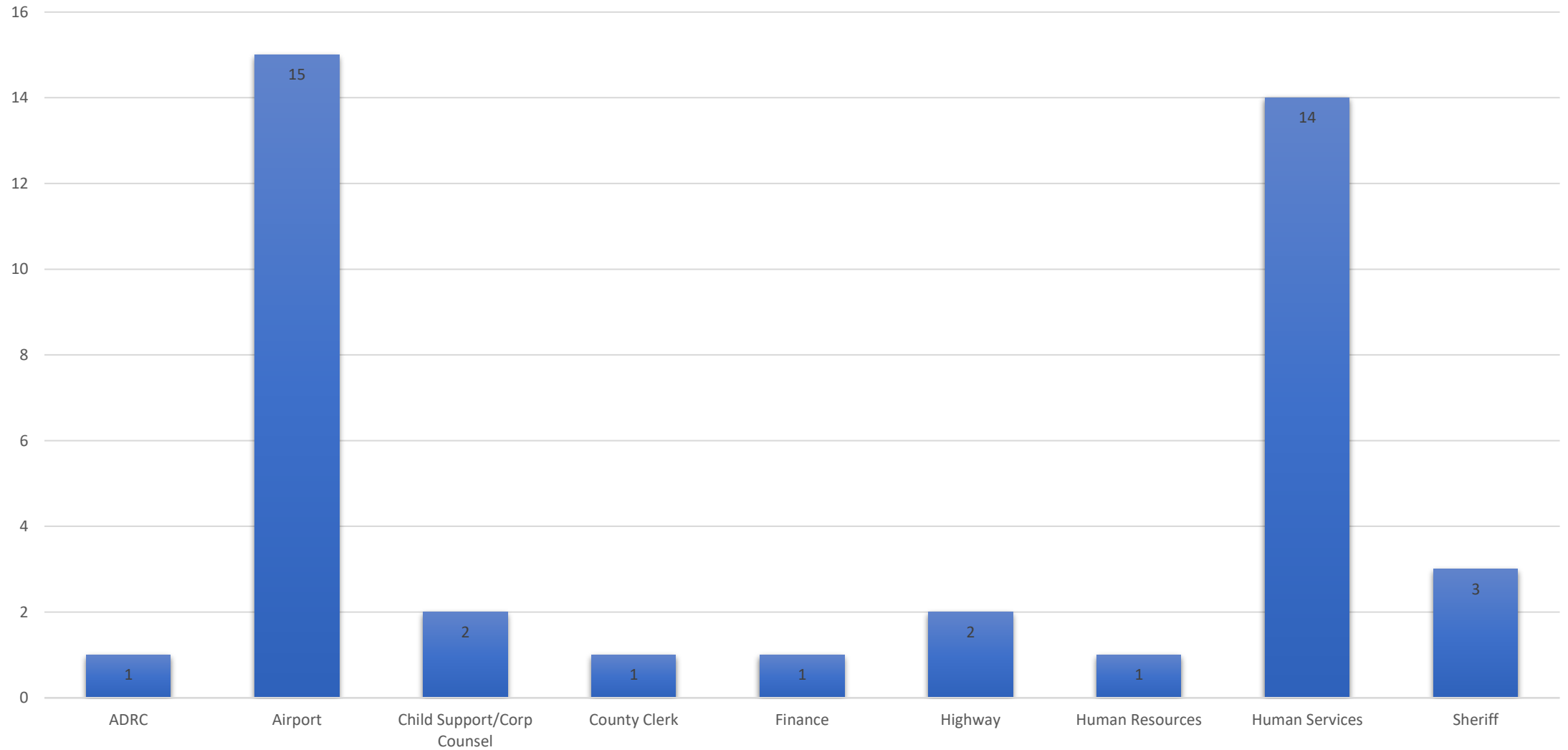
Committee on Human Resources

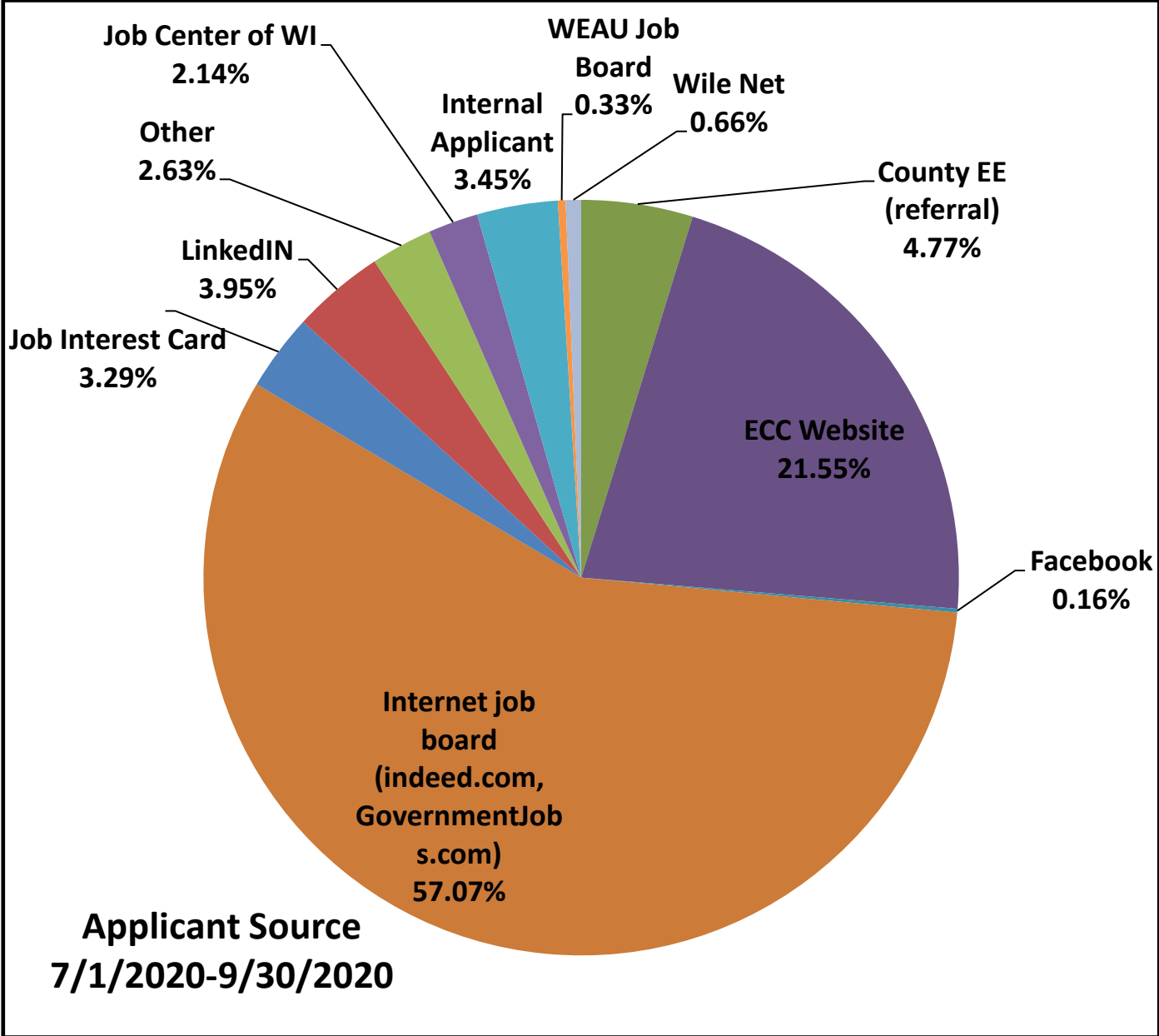
December 11, 2020

Applications Received by Position Type

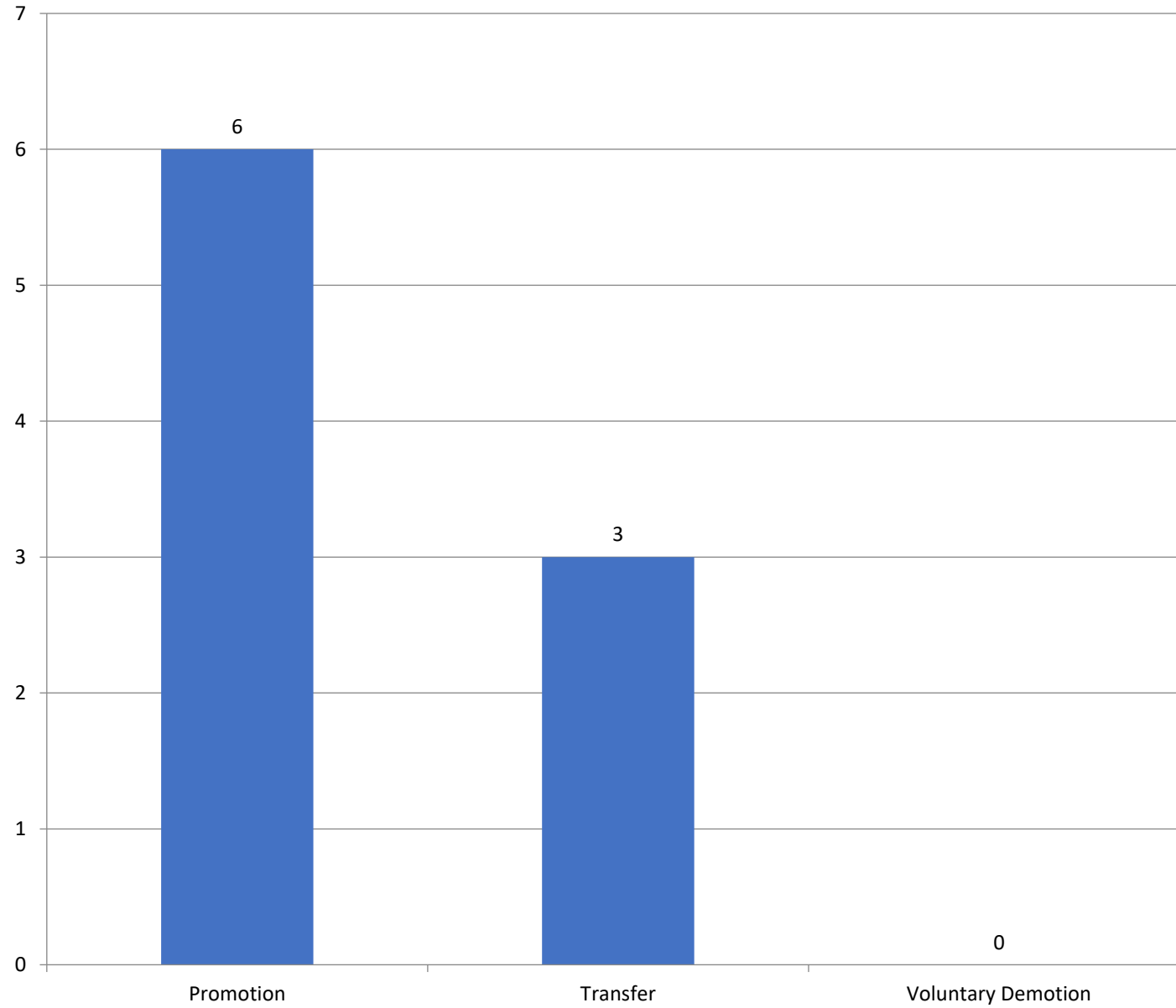
Job Type	Open Positions	Applications
Temporary/Seasonal	5	29
On-Call	14	23
Part-Time	2	42
Full-Time	18	454
Eligibility List	1	60
Totals	48	608

Positions Recruited by Department

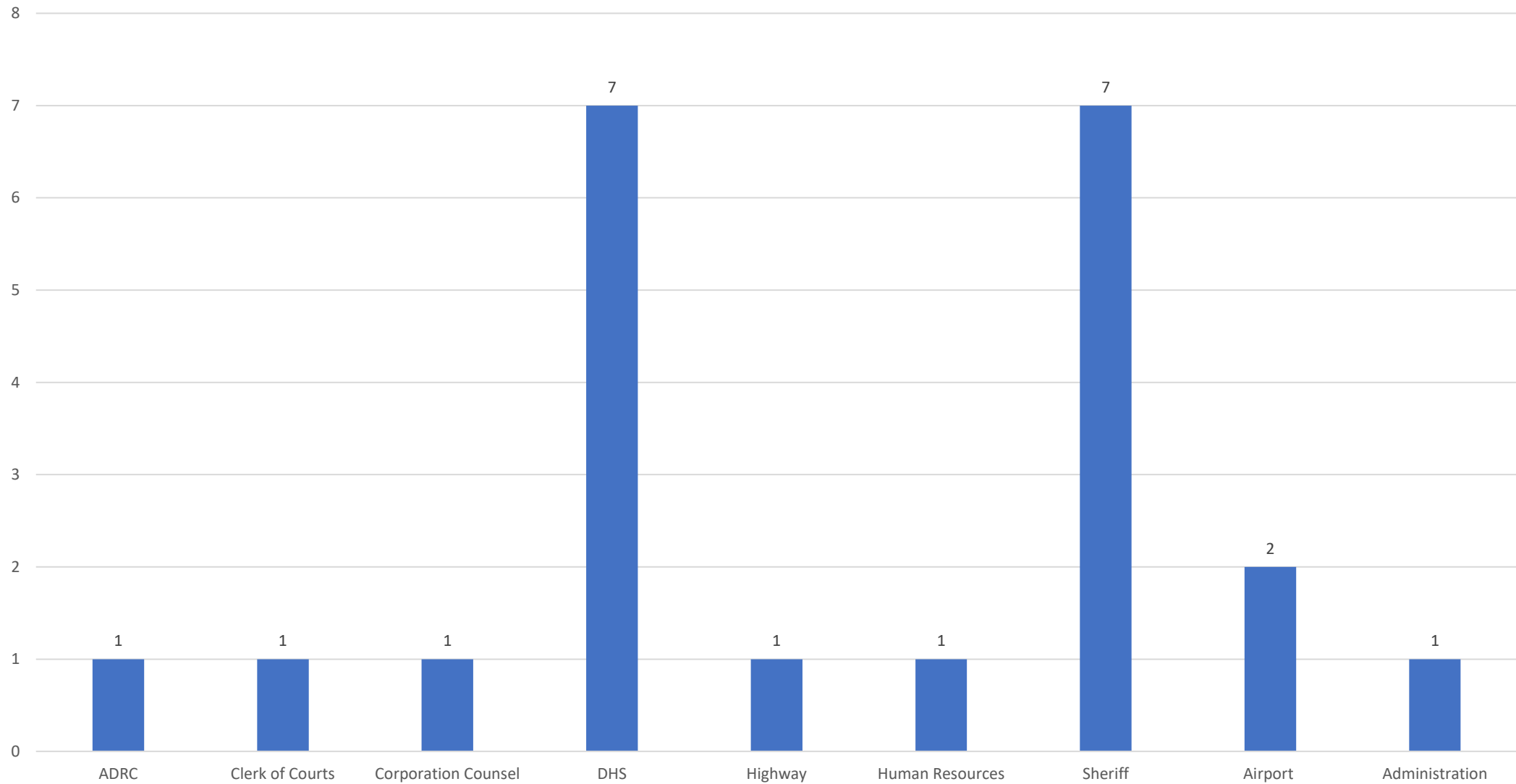




Internal Transfers

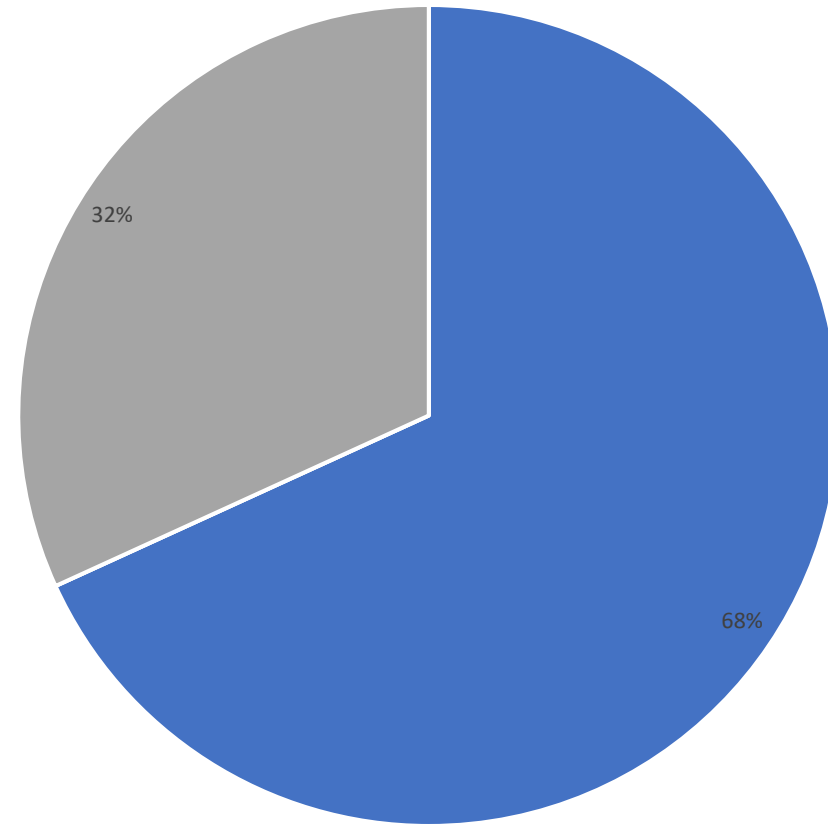


Separations by Department



Separation Reasons

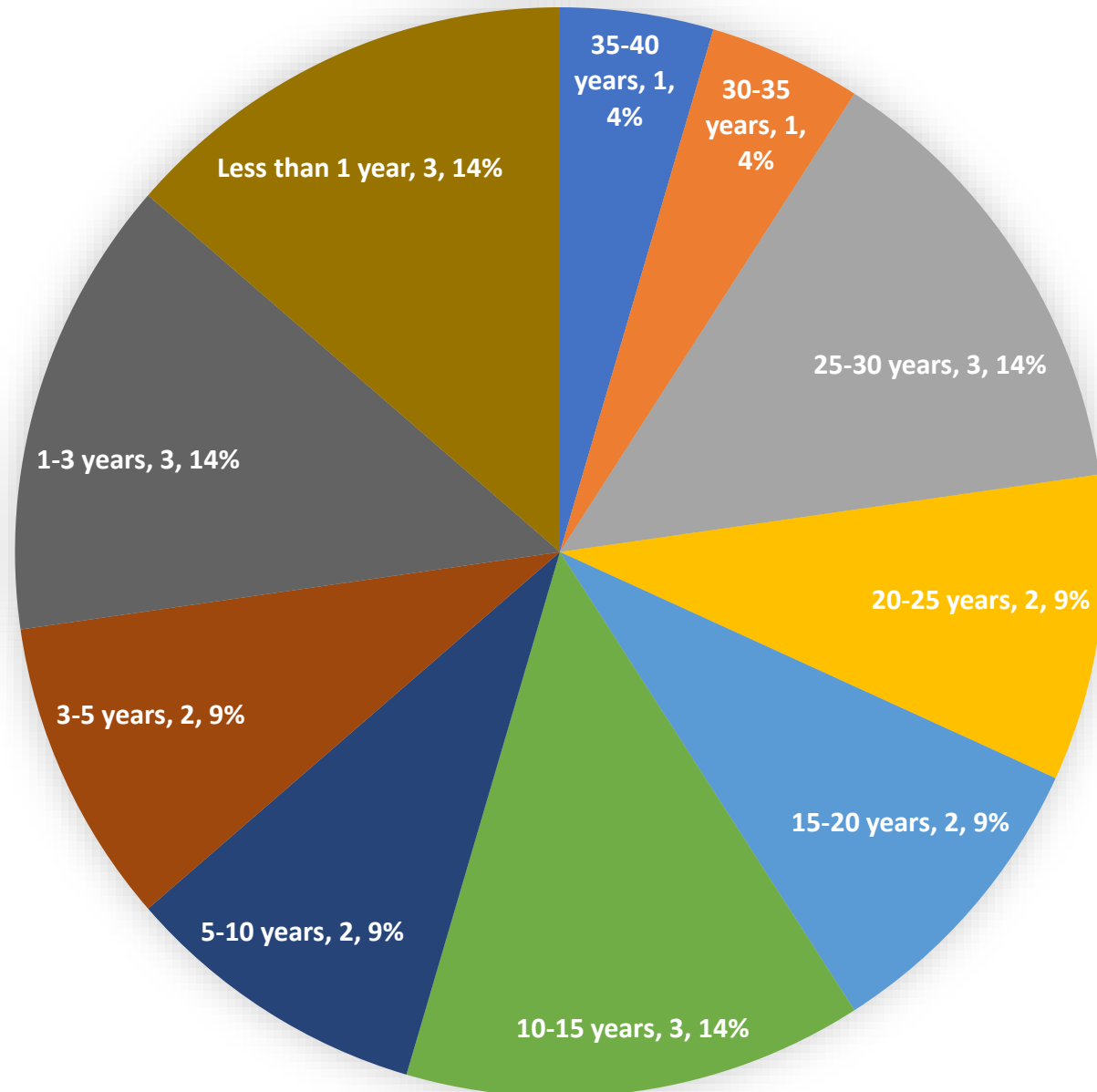
Resigned	15
Position Elimination	0
Retired	7
Temp Assignment	0
Total	22



Q3 Turnover Rate: 4%

■ Resigned ■ Retired

Separations by Length of Service



The image features a dark grey background with three overlapping blue circles. A white horizontal band is positioned across the middle of the circles. The text "Questions/Discussion?" is centered within this white band.

Questions/Discussion?