

AGENDA

Eau Claire County

Committee on Human Resources

Date: Friday, January 8, 2021 at 8:30 a.m.

Location: Remote Meeting via Webex Events

Dial In: 1-415-655-0001

Meeting Number (Access Code): 145 341 1083

**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. December 11, 2020
5. Presentation on the NeoGov Learn training and development platform by Emily Siefring, Account Manager with NeoGov – **Discussion**
6. Presentation on the WEA Trust Vitality wellness platform by Kristin Schmidt, Account Executive with M3 Insurance – **Discussion**
7. Quarterly Reports – **Discussion**
8. Contracted Services - **Discussion**
9. General Director Updates – **Discussion**
10. Next Meeting Topics
11. Adjourn

Next regular meeting – Friday, February 12, 2021 at 8:30 a.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 839-6745 (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: Friday, December 11, 2020

Time: 8:30 a.m.

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

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

Public: Present

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

Verbal roll call was taken by the committee clerk and is noted above under present.

No members of the public wished to make comment.

Supervisor Schneider motioned to approve the minutes from November 12, 2020 as presented. No additional discussions, corrections, changes. All in favor, minutes were approved.

Jessica Rubin gave a presentation on Quarter 3 metrics which was provided in the agenda packet.

Jessica Rubin provided information on the exit interview process. Director Rubin advised that 58% of individuals leaving the organization responded to the survey. Supervisor Schneider requested data on of the 58% of respondents, how many completed the interview in person.

Chair Beckfield discussed the desire to have a standard employee satisfaction survey and to query the committee as well as department heads for potential questions. The employee satisfaction survey is a goal for 2021.

Jessica Rubin provided information on contracted services in the Human Resources Department. Supervisor Pagonis requests a list of all contracted services (title, scope, effectiveness.) This item will be agendized on the next meeting agenda.

Supervisor Pagonis left the meeting at 9:00 a.m.

Jessica Rubin provided general director updates.

The following items were requested to be placed on the next meeting of the committee:

- a. Background on the Vitality Program (what will it provide?)
- b. Continued discussion on the employee satisfaction survey
- c. List of contracted services for Human Resources (title, scope, effectiveness)
- d. More information on NeoGov Learn

The next regular meeting is January 8, 2021 at 8:30 a.m.

The meeting was adjourned at 9:10 a.m.

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" and "K".

Samantha Kraegenbrink – Committee Clerk