



## MINUTES

Eau Claire County

Committee on Human Resources

**Date:** Friday, February 12, 2021

**Time:** 8:30 a.m.

**Location:** Remote Meeting via Webex Events

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

Others: Samantha Kraegenbrink – Committee Clerk, Tina Pommier, Katelynn Eslinger, Jon Johnson, Kathryn Schauf, Sara Bronstad, Dawn Edlin, Jessica Rubin

Public: Present

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

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

No members of the public wished to make comment.

Supervisor Schneider motioned to approve the January 8, 2021 minutes as presented. No deletions or corrections and no further discussion. All in favor, minutes were approved.

Highway Commissioner, Jon Johnson, provided detail on File No. 20-21/117: Resolution to Abolish 1.0 (FTE) Parts and Inventory Support position, create 1.0 (FTE) Mechanic Position. The committee discussed the request and Supervisor Gatlin expressed her support of the resolution. Motion by Supervisor Pagonis, seconded by Supervisor Gatlin. All in favor, motion passed.

Register of Deeds, Tina Pommier, provided detail on File No. 20-21/110: Resolution - Authorizing to abolish one (1.0 FTE) Administrative Associate III and to create one (1.0 FTE) Administrative Associate IV. The committee discussed the resolution. Supervisor Gatlin motions to approve File No. 20-21/110, seconded by Supervisor Schneider. All in favor, motion passes.

Jessica Rubin provided detail on the updates to Policy 203 – Complaints and Concerns. Supervisor Schneider requests to receive another version to read the policy (what is the current wording followed by the proposed wording.) Supervisor Pagonis questioned whether we should place a contractors name (Lighthouse) in the policy and/or ensure there is better marketing of the platform. Suggestion to change Lighthouse to “Vendor” with a introductory paragraph advising who the current vendor is. Include the phrase “but not limited to” in section 2.1 after “These concerns may involve....” Include information on Lighthouse in the newsletter. With changes, Supervisor Gatlin motions to approve, all in favor.

Jessica Rubin shared a presentation and detail on the 2021 HR objectives. Supervisor Gatlin advises when reviewing position request, and organizational charts would provide better information than a job description (provide both in the future.)



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Items for a future meeting:

- Update on Vitality Program

The meeting was adjourned at 9:37 a.m.

Respectfully submitted by,

Samantha Kraegenbrink  
Assistant to the County Administrator