



## MINUTES

Eau Claire County  
Committee on Human Resources  
Friday, June 11, 2021 at 8:30 a.m.  
*Virtual Meeting*

Present: Katherine Schneider, Mark Beckfield, Judy Gatlin, Stella Pagonis (8:32 a.m.), Nick Smiar (ex-officio)

Others: Samantha Kraegenbrink, Katelynn Eslinger, Jessica Rubin, Kathryn Schauf, Norb Kirk, Danielle Powers

Chair Beckfield called the meeting to order at

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

No members of the public wished to make comment.

Motion by Supervisor Schneider to approve the minutes from April 9, 2021. No deletions or corrections. Minutes were approved as presented.

The Committee discussed File No. 21-22/019: Sheriff authorizing to abolish one (1.0 FTE) Administrative Associate III and to create one (1.0 FTE) Administrative Specialist III. After discussion, and further explanation of the request by Danielle Powers, Supervisor Schneider motioned to approve. Supervisor Gatlin requested the word “mental” be changed. 3 yes (Beckfield, Schneider, Pagonis), 1 no (Gatlin). Motion was approved.

Jenise Briggs, EDI Coordinator introduced herself to the Committee.

Jessica Rubin provided a benefits consulting RFP update. Received a number of consultants submit an RFP. JA Counter out of New Richmond is the new benefits consultant.

Norb Kirk provided and update on the Time & Attendance Product RFP process. Nine vendors have submitted proposals.

Jessica Rubin provided updates for the HR Department. Currently there are 33 recruitments in process. Jessica also updated the committee on:

- i. Compensation Strategy
- ii. Performance Evaluations
- iii. Health Insurance Renewals
- iv. Job Descriptions
- v. Awards and Recognition Program
- vi. Supervisor Training Program

Chair Beckfield requests that supervisor training includes elected officials

Jessica also advised the policy manual is in need of many updates, which is something the HR team is working on.

Next Meeting Topics

- b. Update on Vitality Program



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Chair Beckfield adjourned the meeting at 9:33 a.m.