



MINUTES

Eau Claire County
Committee on Human Resources

Date: Friday, August 20, 2021

Time: 8:30 a.m.

Location: Remote Meeting via Webex

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

Others: Samantha Kraegenbrink, Norb Kirk, Sonja Leenhouts, Jennifer Hicks, Jessica Rubin, Dawn Edlin, Sara Bronstad, Katelynn Eslinger, Autumn Schneider, Linda O'Mara, Tim Sullivan, Charity Zich

Public:

Chair Beckfield called the order at 8:33 a.m. and confirmed meeting notice.

Verbal roll call was taken and noted above under present.

Jennifer Hicks from WEATrust/Vitality provided an overview of the Vitality Wellness program.

Supervisor Gatlin provided information on File No. 21-22/044: Resolution authorizing a change to the employee policy manual; Policy 519, creating a shift differential for Highway Department Employees required to work overnight on state highway projects. Commissioner Johnson provided further details. Motion by Supervisor Schneider, seconded by Supervisor Gatlin. All in favor.

Commissioner Johnson and Sonja Leenhouts, Risk Manager, provided background to the County Vehicle Policy. Supervisor Schneider motions to approve. All in favor.

Norb Kirk provided a brief overview of the timekeeping policy update. Chair Beckfield requested that Norb attend again in the future once the new timekeeping system is in place to present an updated policy.

Jessica Rubin provided Q2 Updates. The committee requested that the information be shared in advance. Supervisors provided suggestions on how to make the presentation better. The committee requested that the information be reformatted, provided in advance and shared again at the next meeting.

Jessica Rubin provided updates on the following:

- a. Health Insurance Carrier RFP Status
- b. United Way Campaign update provided by Sara Bronstad.
- c. Upcoming Policy and Process Updates
 - i. PTO Policy Updates
 - ii. Policy 105 Updates
 - iii. Holiday Policy Updates
 - iv. Employee Status Definitions
 - v. Strategic Succession Planning

Supervisor Schneider motioned to approve minutes from July 9, 2021. All in favor, minutes approved as presented.

Jessica Rubin provided background on exempt and non-exempt employee classification. Supervisor Pagonis requests that this topic be placed as an agenda item on the next agenda.



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The next meeting is September 10, 2021, with a special position meeting on September 17, 2021. Chair Beckfield would like to have DHS last on the position agenda.

The meeting was adjourned at 10:15 a.m.

Respectfully submitted by,

Samantha Kraegenbrink
Assistant to the County Administrator