



## AGENDA

Eau Claire County  
Committee on Administration  
Tuesday, April 12, 2022, at 2:30 p.m.  
Eau Claire County Government Center  
721 Oxford Ave., Eau Claire • Room 3312

1. Call to Order and confirmation of meeting notice
2. Public Comment
3. Review and approval of meeting minutes – **Discussion/Action**
  - a. March 8, 2022
  - b. April 6, 2022
4. Department Annual Reports and Review of Q4 Financials (<https://bit.ly/35SMdHt>)–  
**Discussion**
  - a. Facilities – Matt Theisen
  - b. Child Support – Megan Brasch
  - c. Corporation Counsel – Sharon McIlquham
  - d. Information Systems – Greg Dachel
  - e. Veteran Services – Eric Killen
  - f. Administration/Risk Management – Kathryn Schauf, Sonja Leenhouts, Jeneise Briggs
5. Rules of the Board – **Discussion/Action**
6. Adjourn

Prepared by: Samantha Kraegenbrink – Assistant to the County Administrator

*PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.*



**MINUTES**  
Eau Claire County  
Committee on Administration  
Tuesday, March 8, 2022 at 2:30 p.m.  
*Virtual Meeting*

Present: Nick Smiar, Colleen Bates, Gerald Wilkie, Mark Beckfield

Others: Samantha Kraegenbrink – Committee Clerk, Kathryn Schauf, Sharon McIlquham, Jeneise Briggs, Norb Kirk, Matt Theisen, Megan Brasch, Greg Dachel, Eric Killen

**Call to Order and confirmation of meeting notice**

Chair Smiar called the meeting to order at 2:30 p.m. and confirmed meeting notice.

**Roll Call**

The committee clerk called the roll, and it is listed above under present.

**Public Comment**

No members of the public wished to make comment.

**Review of meeting minutes**

Supervisor Beckfield motioned to approve minutes from February 1 and February 11, 2022. The motion was seconded by Supervisor Bates. No deletions, corrections, or additions. Minutes were approved as presented.

**Quarter 4 Reports**

The following reports were presented:

- a. Facilities – Matt Theisen
- b. Child Support – Megan Brasch
- c. Corporation Counsel – Sharon McIlquham
- d. Information Systems – Greg Dachel
- e. Veteran Services – Eric Killen
- f. Administration/Risk Management – Kathryn Schauf, Sonja Leenhouts, Jeneise Briggs

**Proclamation proclaiming March 27-April 2, 2022, as “Fair Housing Week” in the County of Eau Claire**

Motion by Supervisor Bates; seconded by Supervisor Wilkie. The proclamation was approved unanimously.



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**Proclamation proclaiming Severe Weather Awareness Week as April 4-8, 2022**

Motion by Supervisor Beckfield; seconded by Supervisor Bates. The proclamation was approved unanimously.

**File No. 21-22/093: Ordinance to amend section 3.15.030 of the Code: Position and Full Time Equivalency (FTE) establishment**

Motion by Supervisor Bates to bring to the floor. No second. Motion dies.

**File No. 21-22/099: Ordinance to amend section 2.04.030 D. of the Eau Claire County Code; Rule 3- -Opening of meeting**

Motion by Supervisor Wilkie; seconded by Supervisor Bates. Supervisor Wilkie requests to withdrawal. The resolution and instead the requested change will be included in the recommendations in a change for the rules of the board that will come back to this committee at the next meeting. Supervisor Wilkie motions to withdrawal, seconded by Supervisor Beckfield. All in favor.

**Administrator Updates**

No Updates.

**Adjourn**

The meeting was adjourned at 4:23 p.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator



## **MINUTES**

Eau Claire County  
Committee on Administration  
Wednesday, April 6, 2022, at 6:30 p.m.  
Eau Claire County Government Center  
721 Oxford Ave., Eau Claire • Room 1301/1302

Present: Mark Beckfield, Nick Smiar, Nancy Coffey, Gerald Wilkie, Colleen Bates

Others: Kathryn Schauf, Sharon McIlquham

### **Call to Order and confirmation of meeting notice**

Chair Smiar called the meeting to order at 6:30 p.m. and confirmed meeting notice.

### **Public Comment**

No members of the public wished to make comment or provided written comment.

### **National Counties Week Proclamation**

Motion by Supervisor Bates, seconded by Supervisor Coffey. Motion carries 5-0.

### **Authorizing legislation in matters referred to be carried over to the next legislative session**

Motion by Supervisor Wilkie, seconded by Supervisor Beckfield. Motion carries 5-0.

### **Recognizing service of County Board Supervisors who have filed a notification of noncandidacy**

Motion by Supervisor Wilkie, seconded by Supervisor Coffey. Motion carries 5-0.

Adjourn

The meeting was adjourned at 6:45 p.m.

Respectfully submitted by,

Kathryn Schauf  
County Administrator