



MINUTES

Eau Claire County

Committee on Human Resources

Date: Friday, November 12, 2021

Time: 8:30 a.m.

Location: Remote Meeting via Webex

Present: Stella Pagonis, Katherine Schneider, Kevin Stelljes, Mark Beckfield, Nick Smiar (ex-officio)

Others: Samantha Kraegenbrink – Committee Clerk, Jessica Rubin, Dave Riewestahl, Dawn Edlin, Norb Kirk, Sara Bronstad, Tim Sullivan, Ashley Proue

Public: None

Call to Order and Confirmation of Meeting Notice

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

Roll Call

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

Public Comment

No members of the public wished to make comment.

Approval of Minutes

Motion by Schneider to approve the minutes from October 15, 2021. Correction to the minutes to change “Moved to next meeting” under Historical Data on Approved Positions to “Moved to a future meeting.” All in favor.

Quarterly Report

Jessica Rubin provided an overview of the quarter 3 quarterly report that was included in the agenda packet.

Policy 425: Paid Time Off Updates

Jessica Rubin provided a detailed overview of the proposed changes to the policy. Motion by Supervisor Schneider to approve and refer to the County Board for fiscal impact; all in favor.

Policy 105: Separation from Employment

Jessica Rubin provided a detailed overview of the proposed changes to the policy. Correction to remove on 6.1 “such equipment includes, but is not limited to identification/key card, keys,”

Motion by Supervisor Schneider to approve with correction. All in favor.

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

Tim Sullivan advised that this resolution has been passed by the board. If the committee were to change the dollar amount, a new resolution would need to return to the board. Chair Beckfield



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recommends tabling this discussion and will take no action to bring another resolution forward.

Future Policy/Process Updates

- Employee Status Definitions
- Timekeeping Policy

Next Meeting Topics

- Understanding the salary matrix
- Historical Data on Approved Positions

Adjourn

The meeting was adjourned at 9:46 a.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator