



## MINUTES

Eau Claire County  
Committee on Human Resources

**Date:** January 14, 2022

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

**Location:** Remote Meeting via Webex

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

Others: Samantha Kraegenbrink – Committee Clerk, Sonja Leenhouts, Dave Riewestahl, Jessica Rubin, Norb Kirk, Sara Bronstad, Jon Johnson, Dawn Edlin, Katelyn Eslinger, Megan Brasch, Kathryn Schauf, Linda Struck

### **Call to Order and Confirmation of Meeting Notice**

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

### **Roll Call**

Verbal roll call was taken and is listed above under present.

### **Public Comment**

No members of the public wished to make comment.

### **Approval of Minutes**

Motion by Supervisor Schneider to approve minutes from November 12, 2021. All in favor, minutes approved.

### **Addendum item: Highway Engineer Position Discussion**

Commissioner Jon Johnson provided background and detail of the current Engineer position. Supervisor Chilson also provided detail. Director Rubin is working with McGrath to attempt to find a solution in the matrix. The Committee had a lengthy discussion and will have further discussion and potential action in a future meeting of the Committee.

### **File No. 21-22/087: Resolution Authorizing to abolish two (2.0 FTE) Fiscal Associate II and to create two (2.0 FTE) Fiscal Associate III (Child Support)**

Megan Brasch provided background and detail on the resolution. Motion by Supervisor Schneider to approve; seconded by Supervisor Pagonis. All in favor.

### **Director's Report**

Jessica Rubin provided a report on the following areas:

- a. Understanding the Salary Matrix



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- b. Elected Official Pay
- c. HR Generalist Recruitment
- d. Employment Background Check Procedure
- e. Workplace Engagement Efforts

Supervisor Stelljes left the meeting at 10:01 a.m.

### Workforce Surveys

Without objection, moved to next meeting.

### 2022 Committee on Human Resources Goals

Without objection, moved to next meeting.

### Future Items

- Highway Department Structure Changes
- Timekeeping Policy
- Benchmarking Project
- Benefits Updates Review
- 2021 4th Quarter Report
- Employee Status Definitions
- Position Sharing

### Adjourn

The meeting was adjourned at 10:13 a.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator