



MINUTES

Eau Claire County
Committee on Human Resources

Date: June 24, 2022

Time: 8:30 a.m.

Location: Room 3312

Present: Allen Myren, Larry Hoekstra, Katherine Schneider, Judy Gatlin, Cory Sisk

Others: Britt Buhrow, Jessica McDonald, Jaime Parker, Dawn Edlin. Bryon Ayres, Kathryn Schauf, Norb Kirk, Megan Brasch, Sonja Leenhouts

Public: Avery Shanahan – Leader Telegram

Call to Order and Confirmation of Meeting Notice

Supervisor Myren called meeting to order at 8:30 and confirmed meeting notice

Introductions

Introductions by all individuals in the room.

Public Comment

No members of the public wished to make comment

Approval of Minutes

Motion by Supervisor Schneider approval the minutes May 13, 2022 – second by Supervisor Hoekstra. All in favor, minutes approved.

Director's Report

Jessica McDonald provided a brief report on current operations

Human Resources Department Updates

The committee received updates on the following topics:

- Welcome Bryon Ayers, Human Resources Advisor II
- Insurance Carrier Update
- Employee Perception Survey – Conducted by JA Counter
- Salary Structure Review Project
- Current Topics
 - Vacancies
 - Awards & Recognition Programming
 - Internal Processes
 - Investigations
 - Policy Communication
 - HR Department Scheduling
 - Exit Interviews
 - Fraud Investigator Job Description
 - EDI Coordinator Job Description
 - Training Curriculum for New Staff



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File No. 22-23/034: Resolution authorizing to abolish one (1) Fiscal Associate IV and create one (1) Internal Control Specialist position in the Finance

Supervisor Schneider motions to approve. All in favor, motion carried.

2023 Human Resources Budget Review

Jessica McDonald reviewed the proposed 2023 budget with the committee.

Next Meeting Topics

- 2022 Quarter 2 HR Report
- Overview of Eau Claire County Code, Title 3 Human Resources
- 2023 budgeting review

Adjourn

The meeting was adjourned at 9:57 a.m.

Respectfully submitted by,

Britt Buhrow – Human Resources Generalist